

BOWLING GREEN ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Kathy Clark, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: We believe in the right for children to learn and teachers to teach in a safe and orderly environment in cooperation with administrators, staff, family and community.

Involvement of Parents

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the

planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Response: Parent representatives will participate on the school's School Advisory Council (SAC) which is the decision making entity of the school. More than 50% of the SAC committee members are parents. The SAC council will meet at least once each quarter. The SAC council will meet to review, provide meaningful input and revise the PIP annually prior to the approval. SAC council will also be responsible for creating the School Improvement Plan and conducting a SIP midyear review. Use of Parental Involvement funds will be meaningfully discussed and approved at these meetings.

Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

count	Program	Coordination
1	Kindergarten Roundup	We will provide an evening program to help parents get their preschool child ready for Kindergarten.
2	Parent Resources	Resources will be provided for parents through the guidance office.
3	Parent/School Compact	Teachers and parents will sign a compact to partner in the education of the child.
4	ESE Pre-K	The Early Learning Coalition works with the school district to identify pre-school students within Hardee County that have special needs.
5	Transition Activities for Pre-K to Kindergarten	Pre-K students from community Pre-K centers visit and tour school sites. Kindergarten Roundup is held in the spring for incoming kindergarten students. Kindergarten teachers are in attendance for the purpose of meeting students and conducting activities with the incoming students.
6	Title I, Part C	The migrant coordinator and the migrant advocates collaborate with school staff to ensure that the needs of migrant students are met. Academic and support services enable migrant students to participate fully in the educational experience.
7	Title II	These funds provide professional development for teachers, substitutes for release time for teachers, consultant travel, professional development stipends, extra duty for the Literacy Coach, supplies and professional development for the Literacy Coach, and mentoring bonuses. Additionally, incentive bonuses for high performing administrators are funded by Title II. The District Director of Curriculum will also assist in providing guidance and support with the staff development process.
8	Title III	The District Data Coach and school site Literacy Coaches will present professional development that addresses the unique needs of ELL/immigrant students.

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Parent Meeting to discuss	Principal/ Assistant	Sept. 2016	Parent Evaluations, sign in

	requirements of Title I and rights of parents	Principal		sheets.
2	Develop agenda, handouts and PowerPoint presentation that address the Title I requirements and right	Assistant Principal	Sept. 2016	Copies of agenda, handouts and presentation.
3	Develop and disseminate invitations	Assistant Principal/ Parent involvement committee	Aug./Sept. 2016	Copy of flyer with date, posting on school website.
4	Advertise event	Assistant Principal/ Parent involvement committee	Aug./Sept. 2016	Posting on school web site School Marque.
5	Maintain documentation	Assistant Principal	Sept. 2016	Sign-in Sheets, documentation box will be maintained in Assistant Principal's office.

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Response: Bowling Green Elementary will conduct parent-teacher conferences throughout the school year. Parent-teacher conferences are conducted at flexible time throughout the day. The purpose of the parent-teacher conference is to meet and discuss student progress, assessments, academic achievement standards and the importance of parent involvement.

Bowling Green Elementary will also conduct parent involvement activities during the day and after school throughout the school year. The parent involvement activities will be held at various times during the school year. The purpose of the parent involvement activities is to allow teachers, administrators and guest speakers the opportunity to make presentations that help parents improve their child's academic achievement.

Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Family Literacy Night: To provide opportunity for parents to read with their children and motivate them to read.	Administration, Literacy Coach	Increased Reading Achievement	October 2016	Parent sign-in sheets, Evaluation forms
2	Kindergarten Round Up:	Principal,	Increased School	May/June	Parent sign-in

	To inform parents of upcoming Kindergarten students what to expect as their children enter Kindergarten	Assistant Principal, Kindergarten Teachers	Readiness for Kindergarten students	2017	sheets, Evaluation forms
3	Parent Information Nights: To inform parents about FSA, curriculum, and strategies to help prepare their children	Grade level teams, Literacy Coach	Increase Student Achievement on FSA	On-going	Parent sign-in sheets, Evaluation forms
4	Winter Data Nights: To provide opportunity for parents to understand their child's data to increase student achievement.	Administration, Literacy Coach	Increased Student Achievement	January 2017	Parent sign-in sheets, Evaluation forms
5	State assessment: Distribution of materials	Administration, Guidance Counselor	Provide information to parents about FSA.	On-going	Higher FSA scores.
6	Parent Notification Requirements: Distribution of information.	Administration, Office Staff	Provide parents with updates on school functions, parent notifications, etc. Provided in multiple languages.	On-going	Parent sign-in sheets, Evaluation forms.
7	Local assessments: Distribution of materials.	Administration, Literacy Coach	Provide parents with information on the academic progress of their child	On-going	Evaluation forms.
8	State's academic standards: Distribution of materials.	Administration, Literacy Coach, Guidance Counselor	Provide information to parents on the content of the standards.	On-going.	Evaluation forms.

Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Title I Information training for school staff	Assistant Principal	Provide staff with Title I information/training to improve communication with parents and provide resources to support learning at home.	August/Sept 2016	Evaluations
2	Monthly newsletter/faculty meetings on the value of parental involvement	Principal, Assistant Principal, Guidance Counselor	Improve the ability of staff to work with parents by providing best practice examples.	Monthly	Surveys

Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

Response: Title I Parent Resource Center: Parents may check out materials and books to use at home. Parents may use the computers to work with their children. The person responsible will be the guidance counselor and the time-line will be on-going.

Home Team Advantage Goal Achievement Backpacks: Parents may check out literacy filled backpacks to participate in reading activities with their children at home. The person responsible will be the guidance counselor and the time-line will be on-going.

Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

- Timely information about the Title I programs [Section 1118(c)(4)(A)];
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

Response: At the beginning of the year, parents are invited to an Open House. During the Open House, parents will be given copies of the Student Handbook, which includes detailed information about the school-wide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child. Parents are invited to visit the children's classrooms and meet the staff. During the visit, teachers will provide parents with additional information about the subjects they teach, assessments, curriculum and how parents can help at home. The same information will be provided in a packet distributed to any parents who are unable to attend.

At the annual Title I Parent Meeting, information will be provided to the parents about the Title I programs, the curriculum, and academic assessments. Sign-in sheets for the meetings will be maintained in the Title I box in the Assistant Principal's office. Information about Title I programs is distributed through the district composed letters that are sent home at the beginning of the year, this information is also available on the school web site. Also sent home at the beginning of the year is the Parent Compact. The Parent Compact is also reviewed at a parent conference during the course of the year. Parent-teacher compact is annually approved by our SAC committee after they have contributed meaningful input. Other mediums of communication that the Bowling Green Elementary uses include school and district websites, parent meetings and conferences, school newsletters, marquee, district curriculum grade level expectation parent flyer, student data reports sent home quarterly to inform parents of student progress. Student progress is monitored through progress reports, quarterly report cards and Progress Monitoring Plans. In addition, parents receive reports regarding their child's assessment results on iReady and Benchmark Assessments as these assessments are completed throughout the year. Parents can also check FOCUS for weekly grade updates.

Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

Response: All mailings, Title I information and school documents will be made available to parents in English and in Spanish. Other languages are available upon request. Parent conferences and meetings will be translated as needed. Family workshops will be translated as needed. The PIP will be posted on the school's website. The school will provide opportunities both during and after school to encourage parent involvement. Activities will be advertised on the school marquee, in the local newspaper, through notes or flyers sent home with students and at local community centers. Edulink, the phone call out system, will be used to promote family involvement activities in both English and Spanish. Invitations to school meetings and conferences are backpacked home with the student. Invitations are provided in both English and Spanish. To increase participation among our parents of students with disabilities, our guidance counselor will oversee their invitations. Our migrant liaison will communicate with our migrant parents about the importance of parent involvement. A monthly newsletter, Bowling Green Elementary Panthers, is distributed to all parents, students, and staff. The monthly newsletter is in both English and Spanish. Parents are also encouraged to utilize the school website where activities and parental resources are available electronically. We also utilize the student planners for announcements and parent communication.

Parents are also provided regular reports of academic progress through report cards, progress reports, and completed assignments. If needed a Progress Monitoring Plan is developed between the teacher and parent. Regular meetings are encouraged as follow up to the strategies outlined to check on progress. If an interpreter is required, several bi-lingual staff members are available to assist.

Discretionary Activities

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:
 Not Applicable

Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.
[Uploaded Document](#)

Upload Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact.

[Uploaded Document](#)

Upload Evidence of Parent Involvement in Development of Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload evidence of parent input in the development of the compact.

[Uploaded Document](#)

Evaluation of the previous year's Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Family Literacy Night: To provide opportunity for parents to read with their children and motivate t	1	128	Increased Reading Achievement
2	Kindergarten Round Up: To infor parents of upcoming Kindergarten students what to expect as their ch	1	14	Increased School Readiness for Kindergarten Students
3	Parent Information Nights: To inform parents about FSA, curriculum, and strategies	5	611	Increased Student Achievement on FSA and iReady
4	Winter Data Nights	2	173	Increased Student Achievement and provide parents with an update on their child's academic progress
5	State assessment: Distribution of materials	1	283	Provide information to parents about FSA
6	Parent Notification Requirements: Distribution of information	18	589	Provide parents with updates on school functions, parent notifications, etc. Provided in multiple languages.
7	Local assessments: Distribution of materials	2	589	Provide parents with information on the academic progress of their child
8	State's academic standards: Distribution of materials	15	512	Provide information to parents on the content of the standards
9	Annual Title I Meeting	1	92	Provide information to parents about the school's Title I program, the nature of the Title I program (schoolwide), AMAOs, and the rights of parents.

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Title I information training for school staff	1	60	Provide staff with Title I information/training to improve communication with parents and provide resources to support learning at home.
2	Monthly newsletter/faculty meeting on the value of parental involvement	3	180	Improve the ability of staff to work with parents by providing best practice examples

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Parents lack time for involvement (Economically Disadvantaged).	Offer parental involvement activities at multiple times and provide hard copies for those unable to attend.
2	Parents do not know how to help their child at home. (Economically Disadvantaged).	Provide parent information sessions and resources on helping their child at home.
3	Language barriers limit parents abilities to get involved in their child's education (Hispanic).	Provide sufficient staff for translation services.

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
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