

OAK PARK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Jennifer Brockwell, 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: Oak Park will work together to provide all students with every opportunity to reach their full academic potential.

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: Oak Park values the participation of parents at school and encourages our parents to become involved in planning, reviewing, and improving our programs. Parent participation in our School Advisory Council (SAC) and Parent Teacher Organization (PTO) are essential to our continued improvement and success. Parents are notified in the school newsletter when nominations for SAC are occurring, in September of this school year. If parents are interested in becoming a member of SAC he/she fills out the nominating form and returns it to the school. All parents interested in participating become members of SAC. All families are asked to participate in school activities and volunteer in some capacity (i.e. iMom/All Pro Dad breakfasts, PTO, SAC, field trips, classroom volunteer, hearing/vision screenings, book fairs, etc.). Parents will be asked to evaluate and provide feedback about Oak Park's policies, procedures and programs through an Annual Needs Assessment during the fourth quarter of each school year. The feedback provided through this survey will be used by SAC for future planning.

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	Voluntary Pre-Kindergarten (VPK)	VPK teachers will coordinate meetings with parents to discuss transition into Kindergarten. VPK teachers will also coordinate meetings with Kindergarten teachers to discuss specific learning needs of students.
2	Title I	Oak Park is a school-wide Title I school with all students receiving benefits of the Title I program.
3	iMom/All Pro Dad breakfasts	All Pro Dad/iMom meetings are a one-hour monthly breakfast held before school where mothers/fathers and their children meet with other moms/dads and kids in the school media center. During this time, they discuss a wide range of family topics, spend time together, create fun memories, and are equipped with resources to strengthen their relationship.
4	Parent Resource Room	Oak Park's Parent Resource Room is available to help support parent's involvement in their child's education. A variety of materials are accessible for parent check-out, and can be used by students and their families.
5	Title X	District homeless liaisons ensure students in transition receive the appropriate services.
6	Title II	All of Oak Park's teachers are highly qualified teachers continuing their education through college classes or in service credits.
7	Title III	Oak Park provides our limited-English proficient students with a teacher that is ESOL certified so that they may meet the same challenging academic content and achievement standards that other students are expected to meet.

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
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1	Promotion: newsletter, flyer	Title I Contact	August 2016	Copy of Newsletter, Flyer
2	Agenda for Annual Meeting	Title I Contact	August 2016	Copy of Agenda
3	Hold Annual Meeting	Title I Contact	August 2016	Attendance records from meeting and minutes; parents will be encouraged to provide feedback through the use of an exit slip
4	Request input from Parents	Title I Contact	August 2016	Exit Slip

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: Oak Park will offer a variety of meeting and programs for parents to attend throughout the school year. The results of our annual Client Survey will be used to: plan meetings and programs that are of interest to parents, schedule events on days/times that are convenient, and to address specific needs/requests of parents. Meetings may be held during or after school. Based on the parent survey parents indicated that evenings were the best times to attend school events therefore a majority of our parent meetings are held in the evening. Parents will be asked to provide feedback after each meeting.

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	Communication/Edline	Classroom teachers	Parents will be kept informed of ways to stay involved and assist their children in increasing their academic achievement.	ongoing	surveys, parent feedback
2	Communication/School newsletter	Media specialist/Title I Coordinator	Parents receive information on upcoming events.	ongoing	surveys, parent feedback
3	Communication/Synervoice	Assistant Principal/Principal	Parents will be kept informed of upcoming events that will help with their child's success in school.	ongoing	parent feedback
4	Parenting and Community/Parenting in Today's World	District Resource Teachers	Parents receive information and strategies to assist them in improving the academic achievement of their children and improving their parenting	annually	conference evaluations, parent feedback

			skills from various experts.		
5	iMom/All Pro Dad breakfasts	PTO President/VP	Discussion on a wide range of family topics, spend time together, create fun memories, and become equipped with resources to strengthen their relationship.	ongoing	surveys, parent feedback
6	Parent Teacher Organization	PTO President/VP	Parents are encouraged to volunteer at school. Information on the various opportunities is available through the PTO newsletter and the PTO website.	ongoing	parent feedback
7	Parent Teacher Conference Nights	Administration and Classroom teachers	Teachers will discuss student's academic progress with parents. Teachers and parents will discuss ways to support their child at home and at school.	two times a year	sign in sheets, conference reports
8	Volunteer breakfast	Assistant Principal	Parents will receive information on the importance of parent involvement, learn of various opportunities available to be involved, receive appreciation, and fellowship with other parents.	annually	sign in sheets, parent feedback
9	Title 1 Nights	Title 1 Coordinator	Parents will receive information about our Title 1 program at our Annual Meeting. Parents of third graders will receive information to help them understand the reading requirements of the third grade standards. Our Science Night teaches parents how to help their students with science fair projects.	four times a year	sign in sheets, parent feedback

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	Faculty meetings	Administration/Teacher Leaders	Teachers will learn strategies to communicate effectively	ongoing	student data

			with parents as partners and how to build a meaningful relationships with the students and their families.		
2	School Improvement Plan training	SAC Chair/Principal	The SIP focuses on student needs and provides research based strategies to increase student achievement.	annually	student data
3	Professional Learning Communities	Administration	Teachers will collaborate to identify student needs and strategies to address the identified needs. Teachers can share the information with parents to receive support from home.	ongoing	student data
4	Title I Contact meetings	Title I District staff	Participants will learn ways to build the capacity of their school and increase student achievement.	annually	school feedback
5	Communicating with Parents	District Resource Teacher and Title I Coordinator	Administration, teachers and support staff will learn effective strategies that allow them to communicate and work with parents as equal partners. As a result staff will build strong relationships with parents, students will receive more support towards their academic achievement.	annually	evaluations

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: Oak Park provides many more opportunities for parents to participate in their child's education. We host such events as: family movie night, book fairs, a community night, bed time story night, science fair night, musical productions, character award ceremonies, and honor roll celebrations. Oak Park also provides a Parent Resource Room for parents. It is available to help support parent involvement in their child's education. A variety of materials are accessible for parent check-out, to be used by students and their families. Materials include books on a variety of parenting topics, games/activities to support and/or improve academic achievement, and games to encourage spending time with the family. We will seek input from SAC and PTO to determine what additional resources are needed. Many times materials are shared with parents who attend meetings with our guidance counselors or IPST meetings. When materials are returned, verbal feedback is taken from the parent to determine the materials effectiveness in meeting their need.

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: Oak Park will provide information about Title I, academic programs, Florida Standards, grade level expectations (GLEs), and assessments used to measure student performance to parents. The information will be shared at the Annual Meeting, parent/teacher conferences, on edline, in the school newsletter, on the school website, and as requested by parents. Parents are encouraged to communicate with their child's teacher in order to make decisions relating to their child's education. Oak Park will document and maintain copies of materials shared with parents throughout the school year.

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: Oak Park will provide information, to the extent practicable, in a language parents can understand (i.e. native language translation) when feasible. We will provide special accommodations for parents or students with disabilities (i.e. wheelchair access, sign language interpreter, etc) as necessary or requested, to ensure the opportunity for full participation.

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	Communication/Edline	0	0	Parents will be kept informed about ways to stay involved and help their children in increasing their academic achievement
2	Communication/ School newsletter	40	900	Parents receive information about assisting their children in academic achievement and family involvement activities in which they may participate.
3	Communication/Synervoice	0	0	Parents will be kept informed about school information to assist them in promoting student academic achievement.
4	Parenting and Community/Parenting in Today's World	0	0	Parents receive information and strategies to assist them in improving the academic achievement of their children and improving their parenting skills from various experts.
5	iMom/All Pro Dad breakfasts	10	250	Discussions on a wide range of family topics, spend time together, create fun memories, and become equipped with resources to strengthen their relationship.
6	Parent Teacher Organization	0	0	Parents are encouraged to volunteer at school. Information on the various opportunities is available through the PTO newsletter and the PTO website.
7	Parent Teacher Conference Nights	3	200	Teachers will discuss student's academic progress with parents. Teachers and parents will discuss ways to support their child at home and at school.
8	Kindergarten roundup	1	0	Parents will receive information regarding Kindergarten expectations.
9	Annual Meeting	1	100	Parents will receive information about our Title I program. They will be able to provide input on the School compact and the Parent Involvement Plan. They will be given the Right to Know letter and provided with opportunities that they may become involved in our school.
10	MTSS Meetings	0	0	Parents will receive information on helping their child be successful in school.
11	3rd grade reading nights	1	11	Parents receive information on 3rd grade expectations and how to help their child.
12	Science Fair Night	1	50	Parents receive information on making a good science fair project.
13	Kite day	1	20	Parents participate in a fun day at Oak Park.
14	Review of Title 1 Documents	1	3	Parents receive information about Title 1 documents and will give their input.

15	Spaghetti Dinner	1	55	Parents receive free dinner and listened to guest speaker Sherrif Wayne Ivey.
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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	Faculty meetings	16	62	Administration, teachers and support staff will learn effective strategies that allow them to communicate and work with parents as equal partners. As a result staff will build strong relationships with parents, students will receive more support towards their academic achievement.
2	Professional Learning Communities	0	0	Teachers will collaborate to identify student needs and strategies to address the identified needs. Teachers can share the information with parents to receive support from home.
3	Title I Contact meetings	3	1	The SIP focuses on student needs and provide research based strategies to increase student achievement.

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 who work in the evenings	Parent involvement activities offered during the school day
2	Parents who work during the day	Parent involvement activities scheduled after 5:00 pm.
3	Parents who are economically disadvantaged	Food drives provided food for needy families. Backpacks provided school supplies for disadvantaged families. The Eagles Nest provided clothing for needy families.

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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