

## DILLARD STREET ELEMENTARY Title I, Part A Parental Involvement Plan

I, Michelle Thomas, 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)].

*Michelle Thomas*

Signature of Principal or Designee

10/13/16

Date Signed

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

**Response:** Dillard Street Elementary School is committed to continuing to build a stronger relationship with all members of the community in which it serves. As we increase and sustain our engagement with all stakeholders, we will provide every scholar quality opportunities to acquire and develop the academic, social and personal character skills necessary to function as productive citizens of the 21st Century. The staff of Dillard Street Elementary also understands that each scholar is uniquely different and may need additional support, strategies, interventions and/or enrichment practices to help them achieve at the highest possible level.

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## 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:** Parents and community members will be invited to monthly SAC and/or PTA meetings with the intended purpose of addressing Title I programs within the school. Invitations will be shared with the entire school community via school marquee, telephone messages, newsletters, flyers and social media. In addition, our parent resource and support teacher will make home visits to personally invite selected families to attend. The members of SAC will plan, review and improve the functions of the Title I program by using data collected from surveys. All community members are invited and encouraged to join SAC during Meet the Teacher and Open House. Information and SAC ballots will be sent home with all students two weeks prior to the Open House Event. Community members who attend the Open House event and agree to join will also be added to the ballot and considered during the final election process. All ballots will be kept on record for the duration of the school year. Monthly meetings will abide by parliamentary protocols and all documentation (agendas, information presented and meeting minutes) will be made available for public review.

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## 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	Nutrition Program	Dillard Street's nutrition program actively promotes its services and continually reaches out to families in need to ensure that every student is able to take advantage of free and/or reduced cost meals.
2	McKinney-Vento	Services and supports will be coordinated for students classified as being homeless.
3	Pre-Kindergarten (VPK)	VPK parents will be encouraged to participate in all school and Title I events.
4	Title 1	After School Tutoring - Struggling students will be offered after school tutoring twice per week for the duration of the school year.

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## 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	Title I Orientation Date will be posted on school marquee	Assistant Principal	Beginning 3 weeks prior to the event	Sign in sheets and maintaining documentation

2	Flyers will be sent home with all students sharing meeting information	Principal/ Assistant Principal	Beginning 3 weeks prior to the event	Sign in sheets and maintaining documentation
3	Information will be posted on School's Facebook page	Principal	Beginning 2-3 weeks prior to the event	Sign in sheets and maintaining documentation
4	Information sent to student homes via phone message and email	Principal/ Assistant Principal	One week before the event and during the week of the event	Connect Orange email and voice message transcript, Sign in sheets and maintaining documentation
5	Agenda and Presentation Materials Developed	Assistant Principal/ Parent Resource Teacher	One week before the event and during the week of the event	Sign in sheets and maintaining documentation
6	Sign In Sheets Developed and Printed	Parent Resource Teacher	Week of event	Sign in sheets and maintaining documentation
7	Prepare copies of the PIP	Parent Resource Teacher	Week of event	Sign in sheets and maintaining documentation
8	Assist with Presentation Set Up	Parent Resource Teacher	Week of event	Sign in sheets and maintaining documentation
9	Home visits will be made to encourage under represented sub-groups	Parent Resource Teacher	Beginning 3 weeks prior to the event	Sign in sheets and maintaining documentation

## 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:** Meetings and presentations are held at various times throughout the day to accommodate all stakeholders. Meetings between parents and teachers are scheduled as needed either before, during or after school. Meet the Teacher, Open House, Report Card Conferences, PTA, Parent Nights and SAC events are scheduled in the late afternoon or early evening to accommodate working families. Providing parents with the option to attend activities and meetings either before school, during school or after school allows our parents the option to attend meetings and activities based on their availability.

8/11/2016 Meet the Teacher 5:00 - 7:00pm

9/1/16 SAC 5:30-6:30pm

9/1/16 PTA 6:30-7:30pm

9/19/2016 Father's Take your Child to School Day with Educational Support Tips 7:45 a.m. - 8:15 a.m.

9/15/2016 Title I Parent Orientation Meeting 5:00pm

9/15/2016 Open House 5:30-7:00pm

9/26/2016 - MPLC Meeting 6:00 P.M. - Parents and Homework

10/6/16 SAC 5:30-6:30pm

10/6/16 PTA 6:30-7:30pm

10/27/2016 PTA Spaghetti Spooktacular

10/2016 Report Card Conference Week 7:30am-6:30pm

10/13/2016 Science Gross Out Night 6:00-7:30pm

11/3/16 SAC 5:30-6:30pm

11/3/16 PTA 6:30-7:30pm

11/17/ 2016 Multi-Cultural Night 6:00 8:00pm

1/5/2016 SAC 5:30-6:30pm

1/5/2016 PTA 6:30 - 7:30 p.m.

1/2017 Report Card Conference Week 7:30am-6:30pm

1/26/2017 Family Math Night 6:00-7:00pm

2/2/17 SAC 5:30-6:30pm

2/2/17 PTA 6:30-7:30pm

02/2017 - MPLC Meeting - 6:00 p.m.

3/7/2017 Pajama Read-In-Night 6:00-7:00p

3/2/17 SAC 5:30-6:30pm

3/2/17 PTA 6:30-7:30pm

3/2017 Report Card Conference Week 7:30am-6:30pm 4/6/17 SAC 5:30-6:30pm

4/6/17 PTA 6:30-7:30pm

5/4/17 SAC 5:30-6:30pm

5/4/17 PTA - 6:30 - 7:30 p.m.

5/18/2017 - Evening with the Arts- 6:00 - 7:30 p.m.

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## 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
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1	Meet the Teacher	All teachers and administration	Presentations will encourage parents to stay involved thus increasing student progress	8/11/2016	Sign in Sheets
2	Father's Take Your Child To School Day with Educational Support Tips	Parent Resource Teacher	This event will share information (tips/strategies) to father's on how they may support their scholar academically, how to set goals, and support their scholar behaviorally for the duration of the school year.	9/19/2016	Sign in Sheets/Informational Flyers
3	Open House	All Teachers and Administration	Parent involvement increases student achievement in all academic areas.	9/15/2016	Sign in Sheets
4	Title I Orientation	Principal & Assistant Principal	Review information regarding services and programs.	9/15/2016	Sign In Sheets
5	Conference Weeks	All Teachers and Administration	Parent involvement increases student achievement in all academic areas.	10/2016, 01/2017, 03/2017	Sign In Sheets
6	SAC	All Community Members	Parents and community members will review progress towards SIP and collaborate regarding additional measures and strategies.	9/1/16, 10/6/16, 11/3/16, 1/5/17, 2/2/17, 3/2/17, 4/6/17, 5/4/17	Sign In Sheets, Agendas and Meeting Minutes
7	PTA/PLC	All Community Members	Parents and community members will review school activities and plan events intended to improve school academics and culture.	9/1/16, 10/6/16, 11/3/16, 1/5/17, 2/2/17, 3/2/17, 4/6/17, 5/4/17	Sign In Sheets, Agendas and Meeting Minutes
8	Multi-Cultural Night	All Community Members	Events and activities will celebrate students and community members of all cultures to embrace their traditions, customs and culture. The event is also intended to motivate and encourage students and families to continue to focus on being academically oriented.	11/17/2016	Sign In Sheets
9	Family Math Night	All Community Members	This event will provide parents with activities and strategies to use at home in order to increase student achievement in math.	1/26/2017	Sign In Sheets and Informational Flyers
10	Pajama Read-In Night	All Community Members	This event will share information with parents on the importance of reading with their children daily. Parents and students will also be given an opportunity to practice various reading strategies.	03/07/2017	Sign In Sheets and Informational Flyers
11	Science Gross Out Night	All Community Members	This event will share information with parents in how science is a part of different aspects in one's life. Hand on science experiments will be available for individuals to partake in.	10/13/2016	Sign In Sheets

12	Students Take Your Parents to Class	Parent Resource Teacher	Parents will be given the opportunity to attend class with their student will there will get hands on experience as well as exposure to how their student is learning math and/or reading.	11/2016, 03/2017	Sign In Sheets and Informational Flyers
13	Multilingual Parent Leadership Council (MPLC)	CCT/Parent Resource Teacher	Parents will be given information/resources/strategies/to use to support their children academically	9/26/2016, 02/2016	Sign In Sheets, Agendas, Informational Flyers, Exit Slips

## 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	District-Provided PI Modules - 4	Assistant Principal	Teachers and staff will have access to several online training modules designed to build their capacity and help increase their understanding of the importance of parental involvement.	October 2016 through March 2017	Online Registration and Course Monitoring

## 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:** Classes will be given by the Parent Resource Teacher to provide additional support to parents by providing information, resources and strategies to parents; which is designed to encourage an increase academic focus at school and at home. The Parent Resource Teacher will provide support to parents so they are able to provide a conducive environment for their child's academic growth. The Parent Resource Teacher will work with school staff to assess areas of need and plug in willing community members that may be able to meet those needs.

## 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:** During Open House, teachers will present curriculum, assessments used to measure student progress and student proficiency expectations for the school year. All parents are also invited to schedule a conference with their child's teachers during report card conference weeks (3 times a year) to discuss student progress and curriculum. Additionally, parents are encouraged to contact teachers any time to review concerns. This information is also reviewed during SAC meetings and other curriculum nights. Translators will be made available during all events for our Spanish speaking families. Notification and Invitations will be shared via various modalities (school marquee, Facebook, emails, newsletters, flyers and phone messages) at least 7 days prior to each event.

## 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 meetings and conferences will be made available in English and Spanish. Upon request, American Sign-Language will also be made available. Meeting notices and invitations will include a partial or full translation of the information in Spanish. Dillard Street Elementary will provide general accommodations to help meet the needs of individuals with disabilities. Specialized accommodations will be provided upon request.

## 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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Providing parents with a series of workshops where they will learn strategies and tips on how to support their scholar academically.	Parent Resource Teacher/ Guidance Counselor	Aligning parents knowledge/skills to those being taught to scholars by teachers will equip parents with the tools needed to support their scholar academically while at home.	10/2016-05/2017
2	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in	Allowing opportunities for Partners in Education to be apart	Parent Resource Teacher	Students will be able to see the community members that are also invested in helping in their educational	09/2016-05/2017

	parental involvement activities [Section 1118(e)(13)].	of the learning process for students		success. PIE will be allowed the opportunity to assist in all school events.	
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### **Upload Evidence of Input from Parents**

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

[Uploaded Document](#)

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### **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](#)

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### **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](#)

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## 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	Curriculum Nights	10	750	Curriculum Nights included activities and provided information designed to help parents support their students in all academic areas. Events this year focused on reading, math, science and the arts.

### 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	OCPS PI Module 1 - The Importance of Parental Involvement	1	45	Positive relationships between home and school increase student engagement and achievement.
2	OCPS PI Module 2 - Building Ties Between Home and School	1	45	Positive relationships between home and school increase student engagement and achievement.
3	OCPS PI Module 3 - Implementation and Coordination of Parental Involvement Programs	1	45	Positive relationships between home and school increase student engagement and achievement.
4	OCPS PI Module 4 - Communicating and Working with Parents	1	45	Positive relationships between home and school increase student engagement and 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	1. Communication with all families in native language	1. Provide information more consistently in Spanish for all information that is sent home. The use of translators for parent conferences. We will recruit assistant from community members to partner with the school to bridge the gap between our Hispanic families and the school.

2	2. Notification of events to parents/community members in enough time	2. Provide information in a more timely manner. Consistently posting information on Facebook, school Marquee, flyers around the school, creating a bulletin board in a central location of the school where individuals can see upcoming events for the month.
3	3. Lack of Spanish speakers at events on campus.	3. We will recruit assistant from community members to partner with the school to bridge the gap between our Hispanic families and the school. Have volunteers or more Spanish speaking individuals at events that are held on campus. Have events that draw our Hispanic population .

### 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
1	Science Gross Out Night-provided a hands on experience for both students and parents. The program encouraged parents to explore the scientific method with their students at home through easy to conduct experiments.	Working with the Orlando Science Center, students, teachers, staff and parents took part in structured science experiments in the school cafeteria. Parents received some hands on experience with the scientific method and all sorts of fun activities related to science that they could do with their children at home. This science based curriculum night had the greatest turn out with 110 students and parents in attendance.