

BISCAYNE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, DeShune Bush, 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:

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: The school's Administrative Team along with the PTA Executive Board, and the School Advisory Council, will take part in the development and monitoring of the Parent Involvement Plan. We will establish dates and times to review and continually improve the Parent Involvement Plan and Title I programs. Prior to the meeting dates all parents will be informed, invited, and encouraged to attend the meetings via flyers and emails. Additionally, during the monthly SAC meetings the committee will review the success of the Parent Involvement Plan and determine the next steps to ensure academic success of the school and of the students. Attendance and minutes will be recorded during each meeting. When developing the plan, all parents were invited to a PIP Planning meeting, held on September 3, 2014, to participate in the planning process of the Parent Involvement Plan.

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	IDEA	The school will coordinate parental involvement programs and activities where parents will receive information about IEPs and services to help their child with individual education plans.

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	Develop Agenda, handouts, and/or presentation materials	Patricia Jackson, Assistant Principal	September 2015	Agendas, Handouts, PowerPoint Presentation
2	Develop and disseminate invitations	Patricia Jackson, Assistant Principal	September 2015	Increased Parent Attendance (Attendance Rosters)
3	Advertise/Publicize Event	Patricia Jackson, Principal; Alecia Clayton, Assistant Principal	September 2015	Flyers, School Website, Attendance Rosters
4	Develop sign-in sheets	Patricia Jackson, Assistant Principal	September 2015	Attendance Rosters
5	Maintain documentation	Patricia Jackson, Assistant Principal	September 2015	Documentation (Parent Involvement Audit Box)
6	Post information on teacher's individual websites	Classroom Teachers	September 2015	Individual Classroom Websites, Attendance Rosters

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: Biscayne Elementary School's parent involvement meetings will be held mornings, during school hours and evenings. During the evenings, the school will provide children centered activities as a part of the presentation, for younger children and older children, who otherwise would be unable to attend. Information concerning the school and the community is disseminated at the meeting as well as strategies to improve student learning.

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	Science Day	Kathy Patten, Science Co-Chairperson; Kipi Becker, Co-Chairperson	Parents will be exposed to science activities and experiments to better assist their students.	May 2016	Agenda, Attendance Logs
2	Career Fair/ Parent Magnet Night	Kaitlin Hall, School Counselor	To expose students going to middle school to a variety of career choices and to help decide which middle school's magnet program would best suit their chosen career paths. For parents to receive information on their neighborhood middle school as well as magnet school opportunities in Duval County.	May 2016	Agenda, Attendance Logs
3	Florida Assessment Parent Night	De'Shune Bush, Principal	Assist parents with strategies to help students in grades 3-5 prepare for the FCAT 2.0 test, as well as printing and creating leveled books from a FREE website to take home.	February 2016	Agenda, Attendance Logs
4	Literacy Night	Keshayla Johnson, Literacy Committee Chairperson	Parents will receive tips and strategies to help their children to overcome challenges with main idea, author's purpose, inferring, etc.	January 2016	Agenda, Attendance Logs
5	ESE Parent Night	Jeris Burns, ESE Lead; Kaitlin Hall, Guidance Counselor	Parents will receive information about IEPs and services to help their child with individual education plans.	December 2015	Agenda, Attendance Logs
6	Math Night	Kayla Thomas, Math Committee Co-Chairperson; Niki Queen, Math	Parents will be exposed to different ways to solve math problems to better assist their students.	November 2015	Agenda, Attendance Logs

		Comittee Co-Chairperson			
7	Open House	De'Shune Bush, Principal	Parents will have information about the different programs and ways to assist their child.	September 2015	Attendance Logs
8	Annual Title 1 Meeting	Patricia Jackson, Assistant Principal	Parents will have information about the different programs and ways to assist their child.	September 2015	Agenda, Attendance Logs
9	Arts Night	Rovenia Shaw, Resource Lead	Parents will be informed of the importance of performance and visual arts and will be given information on how to incorporate the arts with reading and math activities.	Ocotber 2015	Agenda, Attendance Logs

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	Effective Parent Teacher Conferences	Patricia Jackson, Assistant Principal	Increase and strengthen parent/family and school partnerships by listing conference preparations, and strategies that enhance positive communication during a conference.	October 2015	Parent/Teacher Communication Logs

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:

- Grade Level Programs (Monthly)-PTA General Parent Meeting and Programs hosted by PTA to showcase our students' talent to their families, evaluated by sign-in sheets
- Holiday Arts Showcase (December 2015)-Program hosted by PTA to showcase our students' talent to their families, evaluated by sign-in sheets
- Spring Arts Showcase (May 2016)-Program hosted by PTA to showcase our students' talent to their families, evaluated by sign-in sheets
- Family Fun Day(May 2016)-Family event hosted by PTA, where families can play games together, evaluated by sign-in sheets
- Writers' Tea (May 2016)-Program hosted by the primary classrooms (Grades K-2) to showcase our students' creative writing pieces to their families, evaluated by sign-in sheets
- Parent Resource Area (On-going, Hours 8:00-3:00)-The parent resource area will be set up by our instructional coaches and parent volunteers. This area will be set up in the media center, and will have resources for parents use. These resources will include: a

computer and printer, on-line websites to print leveled books, and other resources (books, games, etc.) that may be checked out by parents to use at home with their children, evaluated by sign-in sheets;

· Book Checkout (On-going, Hours 8:00-3:00)-Parents are able to check out books from our school's Media Center at all times, evaluated by sign-in sheets

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: Parents receive school related information each week in their child's Tuesday folder. Parents are required to sign and return this folder each Wednesday to their child's teacher. Information about Title I programs will be sent home in Tuesday Folders, will be posted on the school's website, the monthly calendar, as well as on the "Upcoming Activities" bulletin board found in the main office. During monthly PTA and SAC meetings the principal will review any new Title I programs and/or information. All grade levels are responsible for sending home newsletters and/or updating their individual classroom websites monthly, and must include information about the curriculum, current assessments, and strategies to help improve student performance. During Open House all teachers will review district assessments, grading criteria and academic expectations for all students. Additional information will be provided by the classroom teachers during ongoing parent/teacher conferences. All teachers are required to maintain communication logs between themselves and the parents. These logs are reviewed periodically by the administrative team to ensure continual communication between the school and home. School related information will also be provided through School Messenger weekly.

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: Biscayne Elementary will provide full opportunity for all parents to participate in activities and meetings. All information that is distributed to parents will be written in a form that can be read and understood by the parents. Parents whose primary language is not English may request from the principal or assistant principal, to receive information in their native language, translated by TransACT. Additionally, any parent who has difficulty understanding school reports or school documents may contact the school and an available staff member will provide assistance. Teachers of our SLA and Physically

Impaired students make personal phone calls to parents to explain school documents that are sent home. Biscayne has three ESOL endorsed faculty members as well as two faculty members who are fluent at speaking, reading, and writing Spanish. Information will also be provided through School Messenger.

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	Annual Title 1 Meeting	1	354	Parents will have information about the different programs and ways to assist their child.
2	Open House	1	354	Parents will have information about the different programs and ways to assist their child.
3	Math Night	1	98	Parents will be exposed to different ways to solve math problems to better assist their students.
4	Literacy Night	1	64	Parents will receive tips and strategies to help their children to overcome challenges with main idea, author's purpose, inferring, etc.
5	FSA Night	1	29	Assist parents with strategies to help students in grades 3-5 prepare for the FCAT 2.0 test, as well as printing and creating leveled books from a FREE website to take home.

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	Effective Parent Teacher Conferences	1	37	Increase and strengthen parent/family and school partnerships by listing conference preparations, and strategies that enhance positive communication during a conference.

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	We had lack of participation by the parents of our ESE self-contained students.	We will offer more activities directed towards our ESE population during our regular scheduled parent nights, as well as including an ESE parent night.

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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