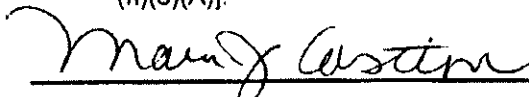


## LAKE MARION CREEK ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, MaryJo Costine, 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

10/14/16

Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** Lake Marion Creek Middle School Title I Parent Involvement Program will strive to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day to empower students to reach their educational and personal potential while nurturing their self-confidence and self-esteem to reach their goals for college and career readiness.

### 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:** Members of the SAC committee were contacted via verbal notification as well as through written invitation. The SAC committee will meet on September 14, 2016 to review the Parent Involvement Plan for the 2016-17 school year and to discuss the writing of the 2015-16 Parent Involvement Plan. Attending participants include parents, administration, and the Title I Interventionist. The committee will collaboratively discuss and agree upon each necessary component of the Parent Involvement Plan for the 2016-17 school year.

Our SAC committee meets 4 times per year. This month's meeting included discussion on the following topics:

Title I expenditures; PI 1%; parent involvement; school academic progress; and teacher professional development.

Discussion and input from parents will be documented by meeting minutes.

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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	Other	N/A
2	Job Training	N/A
3	Career and Technical Education	N/A
4	Adult Education	N/A
5	Head Start	N/A
6	Housing Programs	N/A
7	Nutrition Programs	Lake Marion Creek provides free breakfast and lunch for all students daily. Families in need are eligible to receive SmilePak to take home food for the weekends. This school is a location for a summer feeding program for the community.
8	Violence Prevention Programs	Title IV provides violence and drug prevention programs in schools in order to promote a safe school environment. Lake Marion Creek participates in the District's violence prevention programs including anti-bullying; and anti-drug training.
9	Supplemental Academic Instruction (SAI)	Tutoring is offered to all students who scored a level 1 or 2 on last year's FSA or progress monitoring.
10	Title X- Homeless	The District's Homeless Social Worker works closely with Lake Marion Creek's guidance counselor in providing resources (clothing, school supplies, social services referrals for students identified as homeless under the McKinney-Vento Act to eliminate barriers for a free and appropriate education.

11	Title III	Through District Programs Title III provides supplemental resources for English Language Learners (ELL) such as curriculum and support services.
12	Title II	Funds available to Lake Marion Creek are used to purchase professional development training for staff. In addition, the District provides the school the Technology Services of technical support, technology training, and licenses for software programs and web-based access via Title II-D funds.
13	Title I, Part D	District receives funds to support the Educational Alternative Outreach program. Services are coordinated with District Drop-out Prevention Programs.
14	Title I, Part C-Migrant	N/A
15	Title I, Part A	Title I, Part A, funds school-wide services to Lake Marion Creek. The Title I funds provide supplemental instructional resources and interventions for students with academic achievement needs. Title I, Part A, support provides after-school and summer instructional programs, supplemental instructional materials, resource teachers, technology for students, professional development for the staff, and resources for parents.

### 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	What is Title I? PowerPoint	Coaches / Parent Involvement Facilitator	September 22, 2016	Evaluation / survey
2	What is a School Parent Compact?	Coaches / Parent Involvement Facilitator	September 22, 2016	Evaluation / survey
3	Announcement in School Website	Coaches / Parent Involvement Facilitator	September 12, 2016	Evaluation / survey
4	Flyer sent home	Coaches / Parent Involvement Facilitator	September 12, 2016	Evaluation / survey
5	Curriculum and Assessments	AP/Testing Coordinator	September 22, 2016	Evaluation / survey
6	Translation and meal	Parent Involvement Coordinator	September 22, 2016	Evaluation / survey
7	Parent Input/Evaluations	Parent Involvement Coordinator	September 22, 2016	Evaluation / survey

### 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 in addition to the Annual Meeting (report card reviews, parent information classes, academic nights, and family fun days) will also be provided at different times and on different days of the week. In addition, parent/teacher conferences may be initiated by either parent or teacher on a day and time convenient to the participants.

### 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	Parent Night: Available Resources Information Sessions	Community Involvement Committee/Interventionist	Highlighting strategies for dealing with challenges unique to Middle School students, will increase student achievement.	November 6, 2016	Evaluation survey
2	Science Night	Title I Facilitator / Interventionist	Highlight on science information and educational resources will be available for home use.	February 2017	Evaluation survey
3	Reading Night / Literacy	Title I Facilitator / Interventionist	Highlight on reading information and educational resources will be available for home use.	March 2017	Evaluation survey
4	Math Night	Title I Facilitator / Interventionist	Highlight on math information and educational resources will be available for home use.	March 2017	Evaluation survey
5	Conference Night	Title I Facilitator / Teachers	Progression of course and standards	November 6, 2016	Evaluation survey
6	State Assessment Data	Title I Facilitator / Testing Coordinator	Strategies for assessment	November 6, 2016	Evaluation / survey
7	Transitions	Title I Facilitator	Requirements to middle school and high school	November 6, 2016	Evaluation / survey

### 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	How To Conduct an effective parent/teacher conference	Interventionist & Leadership Team	Increase the level of involvement of parents and building ties between home and school.	Fall, 2017	Evaluations
2	Effective Communication for Office Staff	Parent Involvement Para	Making parents feel more welcome, increasing positive communication, and building ties between the parents and our staff.	Fall, 2017	Surveys and Conversations with parents.

3	PLC on Positive Parent Communications	Parent Involvement Para	Teachers will communicate positive interactions with parents.	Fall, 2017	Surveys and Conversations
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### 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:** Parents are encouraged to become a part of the School Advisory Council and to assist with school sponsored activities (both academic and social). Recruitment for parent assistance is ongoing during the school year. Opportunities are listed on the website and communicated to parents during Open House and Academic nights. The Parent Involvement Facilitator and teachers are responsible for communicating this need to parents. The effectiveness of our Parent Involvement program is discussed at SAC meetings. During the spring of each year, the effectiveness of the program is evaluated and changes are made for the next year. The school administrators and the parent involvement committee are responsible for this annual evaluation and planning.

We provide via our school website: District Title I newsletters; School newsletters; Academic Support Night Event Dates; Parent Support Group Meeting Dates; Parent Involvement Resource Center Information; District and School Parent Involvement Plan Summaries; and our School Improvement Plan for the current year.

### 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 are provided Title I, District PIRC and ParentUniversity information, initially at our Annual Title I meeting.

Parents receive updates throughout the year through flyers, the school website and School Messenger calls, Parent Portal and e-mails.

Parents attend Orientation, Open House, Parent Conference Nights and additional events at which curriculum and academic expectations are explained.

Meetings, in addition to the Annual Meeting, will also be provided at different times and on different days.

In addition, parent/teacher conferences may be initiated by either parent or teacher on a day and time convenient to the participants. Nominees for Lake Marion Creek's School Advisory Committee are at the beginning of each school year.

Parents are also welcome and encouraged to become involved in our school through volunteering.

Parent/Teacher conferences are welcomed and suggested.

Parents have ample opportunities to communicate both their positive remarks and suggestions for changes via a communication form in the school office and / or by completing an electronic form on our school website, and/or Teacher emails.

Parents receive reports on their child's progress on the following dates:

Interim Reports: Sept. 15, 2016; November 29, 2016; February 16, 2017; and May 1, 2017.

Report Cards: November 1, 2016; January 26, 2017; April 11, 2017; June 5, 2017.

FAIR, IMPROVE, FSA Progress Monitoring, AIR and EOC's results will be distributed as available.

Important parent information is linked to the school website to ensure availability to parents throughout the school year.

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## 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:** Parents are encouraged to participate and become members of the School Advisory Committee and school volunteers.

General meetings will be interpreted in Spanish and/or Creole as needed. Interpreters can also be arranged for smaller meetings (i.e. parent / teacher conferences) when requested. Other accommodations will be considered and instituted as needed.

Home-school communication is carry out by emails, school messenger, agendas, flyers, letters, and home visits.

Important parent information is linked to the school website to ensure availability to parents throughout the school year.

Teachers and school personnel emails and phone numbers and school directory are available in the school website.

Wheelchair ramps and elevators are available on campus.

### 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	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	School Advisory Council	Administrators and Resource Teachers	Increasing parent involvement	Ongoing
2	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Academic/Testing Night, Parent Conferences	Administration and Teachers	Increasing student achievement via building parent skills	Ongoing
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	School Advisory Council	Administrators	Increasing the community capacity	Ongoing
4	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)];	Usage of parent contact logs, agendas, conference nights, and in home conferences if necessary.	Administration and Teachers	Increasing parent involvement and communication	Ongoing
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	School Parent Compact/ Parent Involvement Plan	Administrators	Increasing parent involvement therefore increasing student achievement	Ongoing
6	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Appropriate community based organizations and businesses may request to attend Open House events.	Administrators	Increasing students achievement through increasing parent involvement	Ongoing

### 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	Science Night	1	1	Highlight on science information and educational resources will be available for home use.
2	Parent Night: Available Resources Information Sessions	1	56	Highlighting strategies for dealing with challenges unique to Middle School students, will increase student achievement.
3	Math Night	1	37	Highlight on math information and educational resources will be available for home use.
4	Reading/Literacy Night	1	13	Highlight on reading information and educational resources will be available for home use.

**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 Communication for Office Staff	1	49	Making parents feel more welcome, increasing positive communication, and building ties between the parents and our staff.
2	PLC on Positive Parent Communications	1	49	Teachers will communicate positive interactions with parents.
3	How to Conduct and effective parent/ teacher conference	1	49	Increase the level of involvement of parents and building ties between home and school.

**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	Language	Interpreter/Translation
2	Childcare	Provide activities for children
3	Work Schedules	Meetings held at various times

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## 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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