

BENT TREE ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Victoria Bourland, 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

10/4/16

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: Bent Elementary School firmly believes in involving parents in daily activities and programs provided through title I. Bent Tree Faculty and staff along with the EESAC will develop and implement school plans such as the SIP and PIP. Parents are given the opportunity to review the plan, make comments, changes and offer input. During the Open House, parents will be given a survey to gather their information on the programs and activities that they want implemented in Bent Tree Elementary. Our very active Parent teacher Association (PTA) also provides various opportunities for parental involvement and participation.

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	Parent Portal	Assistance is provided as needed by a parent liaison to assist families in accessing the parent portal. In addition, parents are given instructions on how to navigate the portal and access their child's academic information.
2	EESAC	Parents are invited with proper notification to attend and participate in the school's Educational Excellence School Advisory Committee, where information regarding budget and school decisions are made.
3	Social Worker Parent Meetings	Monthly meetings with the school social worker where parents are given information that will assist them in their parenting skills and keeps them highly informed of school events.

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, hand-outs, and or/presentation materials.	Principal and CIS	August and September	Agenda, Minutes, Handouts, and Parent sign-in
2	Invitations and reminders	Principal and CIS	August and September	Flyer and invitations with dates
3	Sign-In sheets	CIS	September	Sign-In sheets
4	Maintain Documentation	CIS	August - ongoing	Title I documentation box

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: Bent Tree Elementary school believes in the importance of parental involvement. Our annual meeting was held on September 15, 2016 at 6:00pm. Many parents attended, since it was provided during after-work hours. In addition, our Parent Resource Center and CIS was available from 5:00 pm - 8:00pm in order to provide parents with more information or help. Throughout the year, our PTA, Reading Coach, and CIS will provide workshops, activities, festivities, and classes during both, day and night times. Flexibility in our schedule ensures greater parental involvement and participation at Bent Tree Elementary School. The Title I CIS will maintain records, agendas, sign-in sheets and proper documentation.

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	Assessments discussed during individuals conferences	Classroom Teachers	Teachers will conduct conferences to discuss each child's assessment results, progress in class, expectations, and goals for the school year.	August through June	Conference logs and parent signature
2	PTA enhanced activities (Awards assemblies, Holiday celebrations, Parent nights, etc...)	PTA, Teachers, and Administrators	Parents will be offered the opportunity to participate in after-school activities along with their student.	August through June	Sign-in sheets, agendas, hand-outs and invitations.
3	Individual conferences regarding assistance and access to the Parent Portal.	Parent Liason, CIS and Administrators	Parent Liason, CIS and administration will provide individual help to parents in how to log-in and access the Parent Portal.	August through a as needed basis.	Sign-in sheets

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	Monthly mini-meetings- Bent Tree Elementary School's Social Worker will assist teachers and train them on how to better communicate and work with parents and utilize the	Social Worker and Administrators	Improve the communication between parents and teachers by providing examples of best practices for parental involvement.	Monthly, beginning October until end of school year.	Sign-in sheets, agendas, handouts, and presentation materials.

	value of parental contributions.				
2	School Counselor- During monthly faculty meetings, the school counselor, will provide information and tips to the teachers on how to assist the specific needs of parents.	School Counselor and Administrators	Improve the ability of faculty and staff to work effectively with parents.	Monthly, beginning October until end of school year.	Sign-in sheets, agendas, handouts, and presentation materials.

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: Bent Tree Elementary School will provide a Parent Resource Center that parents and visitors can use to further gain knowledge, tips, and resources to better help their student. The Parent Resource Center is located in the Main Office and is fully stocked with useful information for parents. Parents will have accessibility to brochures, flyers, invitations, and general school information.

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: Bent Tree Elementary School hosts a general meeting at the beginning of each school year where the information about the Title I program, curriculum, and academic assessments are shared with the attending parents. Parents will be presented with the schoolwide programs, how to schedule parent conferences, the make-up of the school, school rules, and what is expected of them and their students. Administrators also share the PIP with parents and take into account parent suggestions. Working together with the parents ensures a successful 2016-2017 school year as well as a well working parental involvement plan.

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: Bent Tree Elementary School provides full opportunities for the participation of parents with limited English proficiency and parents with disabilities. All school correspondence and communication are in both English and Spanish. Bent Tree Elementary School provides translation services or assistance for parent conferences and meeting upon request. In addition, the school hosts all parent meetings and informational presentations in both English and Spanish. PTA activities are also open to parent participation and are also conducted in both languages. The school will share information through various sources such as parent letters, flyers, ConnectEd messages, postings on the school website, progress reports, and report cards in English and Spanish.

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	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	The Parent Academy, Reading Coach and CIS will provide mini-workshops for parents	Parent Academy, Reading Coach, CIS, and Administrators	Improve the ability of parents to work effectively with teachers and their child(ren)	October - June
2	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)];	Classroom Teachers, Counselor, CIS, Social Worker will meet with parents as needed to provide guidance and to assist them with parental skills.	Classroom Teachers, Counselors, Reading Coach, CIS and Social Worker	Improve the ability of parents to work effectively with teachers and their child.	October - June

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	Assessments discussed during individual conferences	380	380	Teachers conducted conferences to discuss children's assessment results, progress in class, expectations and goals for the school year.
2	PTA enhanced Activities (Awards Assemblies, parent nights, holiday events...)	30	1020	Parents participated in activities along with their child either during school, before school, or after school.
3	Individual Conferences regarding assistance and access to the Parent Portal	106	106	Parent Liaisons and CIS provided assistance to parents on how to log in to parent portal.

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	School's Social Worker will assist teachers and provide training on how to work with parents.	2	84	Improve the communication between parents and teachers by providing examples of best practices for parental involvement.
2	School Counselor will provide information to teachers on how to assist parents.	2	84	Improve the ability of faculty and staff to work effectively with parents.

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
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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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