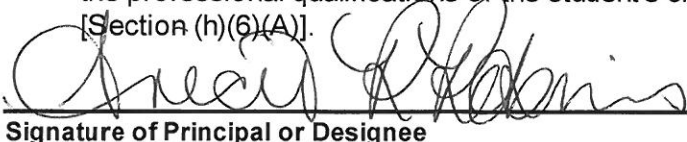


SABAL PALM ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, , 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

9/4/15

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The mission of Sabal Palm's Parental Involvement Plan is to enable and encourage all parents to participate with school personnel in an effort to improve and enhance students' academic and social success. Sabal Palm will actively solicit and welcome parental participation and advocacy in all aspects of the educational process. We believe:

- a.that every student can learn. Students, staff, and parents form a community of learners,
- b.that parents are full partners in their child's education and should be included as appropriate, in decision making committees,
- c.that the responsibility for learning is a joint venture between the student, parent and school,
- d.that the school environment must be safe, respectful, caring and supportive of all students and parents.

Review Rubric:

Mission statements are written concisely, free of jargon, and parent-friendly and inspire stakeholders to be involved and supportive of the program. Strong mission statements include:

- Explanation of the purpose of the parental involvement program;
- Description of what will be done; and
- Description of the beliefs or value of the LEA.

Review Status: Adequate

Review Comments:

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: Sabal Palm will continue to use the Joyce Epstein Model to involve parents on all levels. Currently, the school has three committees that provide input into the improvement, development, implementation, and evaluation of all Title I school related activities: SAC=School Advisory Council, PTO=Parent Teacher Organization, and the TOC=Title One Committee. Members of each committee are selected by school wide elections.

Parents are invited and encouraged to become active members of each group and participate in the school improvement process. Decisions involving the use of Title I funds reserved for Parental involvement will be made during the SAC/TOC monthly meetings. Input from parents is

documented in the Advanced Ed Survey/Climate Survey and Title I Survey and used to help guide the components of the school improvement plan.

Review Rubric:

Strong responses include:

- Identification of the group responsible for the development, implementation and evaluation of the plans;
- Description of the procedures for selecting members of the group;
- Explanation of how the input from parents will be documented; and
- Description of the process and involvement of parents in the development of required plans; and
- 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)].

Review Status:
Review Comments:

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	Title I	Monthly meetings are coordinated with the District Title I office to address the needs of students and ways for parents to be actively involved in their child's education.
2	Title I, A -	Services are coordinated with the 21st Century LEAP Program to provide academic and enrichment activities after school for over 90 students.
3	Title I, Part C	Migrant – our ESOL teacher and Guidance Counselors works closely migrant families to provide academic and social strategies that enhance self-esteem.
4	Title I, Part D	Sabal Palm works well with the District to support the No Child Left Behind Policy, services are coordinated with Drop-out prevention.
5	Title II	Sabal Palm coordinates the training of technology with the District by providing technology training for parents to help students at home based upon curriculum programs.
6	Title III	The administration coordinates with the District ELL staff to provide a full time teacher to work with parents.
7	Title IV	Sabal Palm coordinates with the District and Sheriff Department to provide parent information about drug education and prevention.

Review Rubric:

Strong responses include:

- Identification of the specific federal programs; and
- Description of how the programs will be coordinated.

Review Status: Adequate

Review Comments:

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	Back to School Rally - Parents are given general information on Title I, AYP, School Choice	Administration, Parent Liaison	August	Increase enrollment in the Title I A programs
2	Patriot Club-- Provide academic workshops to teach parents how to help children learn social sk	Ms. Brown-Wilson	All Year	Decrease in the number of behavioral referrals.
3	SP Parent Support Team Council - provides computer training for parents.	Parent Liaison	All Year	Increase in the number of parents attending meetings.
4	Curriculum Night	Administration, Team Leaders, Parent Liaison	1st/2nd Semester	Increase student achievement
5	Scholastic Night	Media Specialist	1st /2nd Semester	Increase student reading in K-5

Review Rubric:

Strong responses include:

- Identification of specific activities or tasks;
- Identification of the person(s) responsible for completing the task;
- Reasonable and realistic timelines; and
- Description of the evidence the school will use to demonstrate the effectiveness and/or completion of the activity/task.

Review Status:

Review Comments:

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: Sabal Palm Elementary offers child care and/or meals during the following evening activities: PTO meetings, Curriculum Nights, Science Fair help Night and Back to School Open House. Activities will be set up for students in case child care is needed.

Review Rubric:

Strong responses include:

- Description of the process the school will use to ensure that workshops/meetings are offered at a flexible times; and
- Specific examples of the flexible schedule offered to parents.

Review Status: Adequate**Review Comments:****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	Assessment Review - Individual Conference	Classroom Teachers	Expectations will be given to parents to help students at home.	Every 9 weeks	Report card grades
2	State Standards & District Promotion Policy - Hard Copy	Principal/ Asst. Principal	Parents will be given brochures with grade level SSS to help their child at home.	1st Semester	Benchmark Mastery of the SSS Standards
3	Monthly Newsletters: Hard Copy - Parents Make the Difference	Parent Liaison/Administration	All newsletters are designed to give parents strategies to increase academics and increase parent awareness of school activities and functions.	Monthly	Climate Survey
4	Family Literacy - Small Groups	Reading coach/Intervention Groups	Parents will learn strategies to help their child improve reading.	1st Semester	Climate Survey
5	Parenting Skills - Small Groups	Guidance Counselors/ESOL	Parents will gain strategies to help students with life skills	As needed	Climate Survey
6	Career Development - Small Groups	Parent Liaison/Guidance Counselors/ESOL	Parents will learn strategies to help focus students toward high school completion and a job.	2nd Semester	Climate Survey

Review Rubric:

Strong responses include:

- Description of the content and type of activity including the following:
 - o The state's academic content standards and state student academic achievement standards, State and local assessments including alternative assessments, Parental involvement requirements of Section 1118, and How to monitor their child's progress and work with educators to improve the achievement of their child;
- Identification of the person(s) responsible;
- Correlation to student academic achievement;
- Reasonable and realistic timelines; and
- Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task

Review Status: Adequate

Review Comments:

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	Bi-Weekly Team Meetings	Adminsitration	Building Respectful and Caring Relationships with students and Parents that enhance academic performance.	1st Semester	Decrease in the number of students' Referrals.
2	Effective forms of Communication	Principal/ Asst. Principal	Provides strategies for teachers to effectively communicate parents.	Monthly: Faculty Meeting	Parent Survey
3	Florida Positive Behavior Support	PBIS Coordinator/Administrators	Creates a positive supportive environment that enhance academic learning in class.	Year Round	Decrease in the number of students' Referrals.
4	ESOL Training	All Teachers	Provide strategies for working with ELL Students.	Year Round	Improved results on Assessments
5	Effective use of instruction through data	Administration	Increased student achievement and instructional strategies in the classroom.	Year Round	Staff Survey

Review Rubric:

- Content and type of activity including the following: Valuefollowing:
 - Valuing of parental involvement,
 - Communicating and working with parents,
 - Implementation and coordination of parental involvement program,
 - Building ties between home and school,; and
 - Cultural sensitivity;
- Identification of person(s) responsible;
- Correlation to student academic achievement;
- Reasonable and realistic timelines; and
- Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task.

Review Status: Adequate

Review Comments:

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: Career/Parent Workshops

a.Monthly

b. Organize community support

c.Plan activities with parents

and staff

d.Host activity

Guidance and Parent Liaison

Administrators

Monthly

Climate Survey and Workshop survey

Family Involvement Conference

a.Advertise conference

b.Hold parent meeting

c.Select/vote on volunteers to

attend conference.

d. Attend conference

e. Share new strategies with

others.

Review Rubric:

Strong responses include:

- Identification of the type of activity;
- Specific steps necessary to implement this activity;
- Person(s) responsible;
- Timeline; and
- Description of the evidence the school will use to demonstrate the effectiveness and/or completion of the activity/task.

Review Status: Adequate

Review Comments:

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: Sabal Palm sends out information about Title I programs during the summer, back to school orientation, and during open house. Information is posted on the list serv and hard copies are sent home during the first nine weeks of school. Information will be available to parents on the school website and school social media site. In addition,

some information is sent home to parents in their native language from the ELL teacher. During the school year, we send home monthly newsletters and other communication to parents by way of agenda books. Calendars will be created and distributed to all students at Sabal Palm outlining all school year activities and functions.

Review Rubric:

Strong responses include:

- Process for providing information to parents;
- Dissemination methods;
- Reasonable and realistic timelines for specific parent notifications; and
- Description of how the school will monitor that the information was provided.

Review Status:**Review Comments:**

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: Ramps were added to accommodate parents with disabilities in order to have full access to classrooms, portables and other buildings. There is an elevator on the stage to accommodate students and parents during special events.

Every teacher was asked to take one on-line ESOL class in order to learn strategies to help their ELL students. All teachers participated in ESE Accommodation and Strategies PLC to help address student instruction.

A monthly newsletter is sent home with students and placed on the website that ensure availability of information for parents that can't attend the school because of other factors such as work.

Review Rubric:

Strong responses include:

- Process the school will use for translating information into a parent's native language;
- Description of how the school will ensure that parents with disabilities will have access to parental involvement activities and/or services;
- Description of how the school will ensure that information is available to parents considering the fluctuating student populations;
- Specific languages in which information will be provided; and
- Process the school will use to monitor that schools provide information to parents in a language they can understand, if feasible.

Review Status: Adequate

Review Comments:

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	All discretionary activities will be implemented by an active group of parents, and school staff.	Administration	The focus is placed on increasing the achievement level in Reading, Math & Science.	Year Round
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Develop and implement spanish to english course for ESOL and spanish speaking parents.	Administration	Increased parent involvement.	Year Round
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Monthly parent workshops will be held to increase parenting skills and academic success of all students and parents.	Administration, PTO, Parent Liaison	Increase parental involvement and student achievement.	Year Round

4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Monthly activities and workshops with FBC to increase the number of mentors and volunteers.	Administration, Parent Liaison	Increase community involvement and parental support. Increase student achievement.	Year Round
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Review Rubric:

Strong responses include:

- Identification of the activity which may include the following:
- Involving parents in the development of staff training, providing literacy training, paying reasonable and necessary expenses to conduct parental involvement activities, training parents to help other parents, adopting and implementing model parental involvement programs, organizing a local education agency parent advisory council, and/or developing roles for community organizations and/or business in parental involvement activities;
- Description of the implementation strategy;
- Identification of person(s) responsible;
- Correlation to student academic achievement; and
- Reasonable and realistic timelines.

Review Status: Adequate

Review Comments:

Upload Evidence of Input from Parents

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

[Uploaded Document](#)

Review Rubric:

Review Status:

Review Comments:

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](#)

Review Rubric:

School-Parent Compact must include the following components:

- Description of the school's responsibility to provide high-quality curriculum and instruction in

a supportive and effective learning environment that enables children to meet the State's student academic achievement standards;

- Identification of ways parents will be responsible for supporting their children's learning (for example, monitoring attendance, homework completion, or television watching; volunteering in their child's classroom; and participating as appropriate in decisions relating to the education of their children and positive use of extracurricular time); and
- Highlight the importance of communication between teachers and parents on an ongoing basis through, at a minimum: parent-teacher conferences in elementary schools, at least annually, during which the compact will be discussed as it relates to the individual child's achievement; Frequent reports to parents on their child's progress; and Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and
- Evidence that parents were involved in the development/revisions to the compact [Section 1118(d), ESEA].

Review Status: Adequate

Review Comments:

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](#)

Review Rubric:

Review Status: Adequate

Review Comments:

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	Reading Night- Allowing parents to see the material that students were reading	2	100	High Impact
2	School beautification Day- Students volunteered to help clean the school	1	50	High Impact
3	Open House	1	200	High Impact
4	School Orientation	2	250	High Impact
5	Pto Meetings	4	25	Medium Impact
6	Sac Meetings	4	10	Medium Impact
7	ListServ	5	150	Medium Impact
8	Newsletters on important information from teachers	10	600	Medium Impact
9	Information about parent workshops	4	25	Low Impact
10	monthly patriot club meetings about further questions or concerns	20	200	High Impact

Review Rubric:

Strong responses include the content and type of activity, number of activities, number of participants, and the correlation to student achievement.

Review Status:

Review Comments:

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	Patriot Club Meetings	30	35	High Impact
2	Faculty Meetings	10	50	High Impact
3	Girl Scouts Meeting	16	65	Medium Impact
4	Honors Chorus Meeting	2	20	Medium Impact
5	Daddy Daughter Dance committee	3	100	Medium Impact
6	Reading Committee	2	600	High Impact
7	Math Committee	1	50	High Impact
8	Field Day Meeting	4	100	High Impact

Review Rubric:

Strong responses include the content and type of activity, number of activities, number of participants, and the correlation to student achievement.

Review Status:

Review Comments:

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	parent involvement	parent newsletters and events with recruitment of parents
2	Time of events	schedule events at different times of the day
3	No transportation	Provide bus passes to parents who ask in advance
4	Not enough notice of events	Send home several reminders in advance

Review Rubric:

Strong responses include:

- Identification of barrier which hindered participation by parents in parental involvement activities (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); and
- Description of how the LEA will use the information gathered from the evaluation to design strategies for more effective parental involvement policies described in Section 1118.

Review Status:

Review Comments:

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	Effective Communication	Newletters
2	Effective Communication	implemented the List Serv
3	Effective Communication	School Facebook Page
4	Effective Communication	New School Website
5	Building Capacity of Parents	Active Recruitment of Parents and Volunteers
6	Student Engagement	Implementation of Extracurricular Activities for students (girl scouts, flag football)
7	Increasing Parent Participation	More curriculum nights and extracurricular activities

Review Rubric:

Activities described in this section should be correlated to student achievement and include sufficient detail that another LEA or school could use the information to develop a similar program.

Review Status:**Review Comments:**
