

Vineland Elementary School
Title I Parental Involvement Policy/Plan
2009-2010

(Optional) GENERAL EXPECTATIONS

Vineland Elementary School agrees to:

- Be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

(A) that parents play an integral role in assisting their child's learning

(B) that parents are encouraged to be actively involved in their children's education at school

(C) that parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children

(D) the carrying out of other activities, such as those described in section 1118 of the 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.
- 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
- Jointly conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the school's parental involvement policy
- Use the findings of the parental involvement policy evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF)
- 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
- 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

- 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 section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002)
- Provide each parent timely notice information regarding the professional qualifications of the student's classroom teachers and paraprofessionals, as described in section 1111(h)(6)(A)

(Required) POLICY INVOLVEMENT 1118 (c)

Vineland Elementary School will take the following actions to:

1. Convene an annual meeting at a time convenient for parents of participating children:
 - All parents shall be invited and encouraged to attend
 - The school will provide information and explain the requirements of Title I and the rights of parents

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
Title 1/Open House Meeting	Teachers and Administration	8/6/09	Parent Connect call, marquee, school website	Sign-in sheets Agenda

2. Offer a flexible number of meetings and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement:

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. KG orientation	1. KG teachers & Administration	5/13/10	Flyers, website, Parent Connect call,	Sign-in sheets, agenda, Parent evaluation
2. PTO & SAC	2. Administration & teachers	Ongoing	marquee, school website, teacher newsletters	
3. Family Reading Night	3. Reading Coach and Asst. Principal	Ongoing		

3. Involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs. This should include the planning, review, and improvement of the school parental involvement policy, as well as the joint development of the school-wide program plan under section 1114 (b)(2):

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. SSP (Student Success Plan) meeting	Administration	6/12/09	Letter	Agenda, sign-in sheet
2. Compact planning meeting		6/12/09	Letter	
3. Brochure planning meeting		6/12/09	Letter	

4. Provide parents of participating children:

- Timely information about the Title I programs
- 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
- Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. Title 1/Open House	Teachers, Reading Coach, Administration	8/6/09	Brochure, Parent Connect call, website, marquee, flyers	Parent evaluations, Agenda, Sign-in sheet, Parent evaluation
2. FCAT curriculum breakfast		2/18/10		
3. KG Orientation		5/13/10		
4. Family Resource Center		On going		

Note: If the school-wide program plan under section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency.

(Required) COMPACT: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT 1118(d)

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 school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. *The school-parent compact may be a separate document, but must still be developed in collaboration with parents.*

Vineland Elementary School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet Florida's student academic achievement standards as follows:
 - Provide an environment that allows for positive communications between the teacher, parent and student.
 - Have high expectations for myself, students and staff.
 - Maintain a positive school culture with student success and leadership as our vision.
 - Maintain a classroom atmosphere which allows all students to succeed.
 - Model the Vineland CARES Pledge.
 - Use rigorous activities in the classroom to ensure academic success.

2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's academic achievement. Conferences will be held (at least annually):
 - Teachers will provide days and times when conferences are available
 - Be prompt in communicating necessary student information
 - Discuss the compact during the Annual Title 1 Meeting/Open House

3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
 - Daily homework assignments for students.
 - Provide necessary data and assistance to parents so they can help with assignments and student progress.

4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
 - Conferences will be arranged with parents by teachers during

- planning time, before school, or after school during duty hours.
 - Provide opportunities for face to face conferences or phone conferences.
 - Use written forms of communication either by written notes or by email communication.
5. Provide parents opportunities to volunteer in their children's school and to participate in their children's class and observe classroom activities, as follows:
- Teachers will invite parents to participate in special classroom activities.
 - Volunteer opportunities for school-wide events will be discussed at PTO meetings.
 - Encourage parents to volunteer on teacher and school website.

Parents will support our children's learning in the following ways:

1. Describe the ways in which parents will support their children's learning, such as:
 - Monitoring attendance
 - Making sure that homework is completed
 - Monitoring amount of television children watches
 - Participating, as appropriate, in decisions relating to my children's education
 - Promoting positive use of children's extracurricular time
 - Staying informed about children's education and communicating with the school by promptly reading all notices from the school or the school district, either received by children or by mail, and responding as appropriate
 - Serving, to the extent possible, on policy advisory groups, such as; serving as the Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District Wide Policy Advisory Council, the State Committee of Practitioners, the School Support Team or other school advisory or policy groups

(Optional) Students will share the responsibility to improve our academic achievement and achieve Florida's high standards in the following ways:

1. Describe the ways in which students will support their academic achievement, such as:
 - Do my homework every day and ask for help when I need to
 - Read at least 30 minutes every day outside of school time
 - Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day

(Required) BUILDING CAPACITY FOR INVOLVEMENT 1118(e)

Vineland Elementary School will take the following actions to:

1. Provide assistance to parents in understanding such topics as:
 - Florida's academic content standards

- Florida’s student academic achievement standards
- Florida’s and local academic assessments including alternate assessments
- The requirements of Title I, Part A
- How to monitor their children’s progress
- How to work with educators to improve the achievement of their children

(List activities, such as workshops, conferences, classes, both in-state and out-of-state, include any equipment or other materials that may be necessary to ensure success.)

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. Title 1/Open House	Administration & Teachers	8/6/2009	Flyer, marquee, Parent Connect call,	Agenda, sign-in sheets, parent evaluation
2. FCAT Parent Breakfast		2/18/2010	teacher newsletter, school website	

2. Foster parental involvement by providing materials and training, such as literacy training and using technology, as appropriate, to help parents work with their children to improve their children’s academic achievement.

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
Family Resource Center	Reading Coach & Guidance Counselor	Ongoing throughout the school year one morning per week and by appointment	Families attend weekly book check-out, flyers, website, school brochure, newsletters, marquee, Parent Connect call	Sign-in sheets, Annual Title 1 Parent Survey

3. Educate teachers, student services personnel, principals, and other staff on the value and utility of contributions of parents, and in how to reach out to and communicate and work with parents as equal partners. Actions should include how to implement and coordinate parent programs and build ties between parents and schools:

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. Title 1 Principal	Chris Dolinger, Mary Jo	Monthly	Resources, presentations	Agendas, sign-in sheets

meetings	Knarzer, Rich Janiak			
2. Monthly Parent Involvement Meetings				

4. Coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home (to the extent feasible and appropriate). Possible programs include Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The schools program must help teachers, principals, and other staff work well with parents. The school will also develop other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children:

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. Family Resource Center	Reading Coach & Guidance Counselor	Ongoing throughout the year	Families attend weekly book check- out, flyers, school website, teacher newsletters	Sign-in sheet, agenda, Annual Title 1 Parent Survey
2. KG Orientation	KG Teachers, Administration	5/13/2010		

5. Ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of participating children in a format and language the parents can understand:

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
Translate conferences and print information in home language	CRT, District Support Staff	Throughout the school year	Translator, Parent Connect, flyers	Annual Title 1 Parent Survey

6. Provide reasonable support for parental involvement activities as parents may request.

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. Parent	Administration	Throughout	PTO/SAC	Annual Title 1 Parent

suggestions and requests		the school year	meetings, Family Resource Center, Suggestion Box	Survey
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(Required) ACCESSIBILITY 1118(f)

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practical, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including information and school reports in a format and to the extent practical, in a language such parents can understand.

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Accountability/Evaluations (How success will be measured)
1. Translate conferences and print information in home language	CRT, District Support Staff	Throughout the school year	Translator, Parent Connect, flyers, meeting notices	Annual Title 1 Parent Survey
2. Conferences with ESE Liason, Staffing Specialist, or Administration	ESE Staff, Administration			

(Required) ADOPTION

This [Vineland Elementary School](#) Parental Involvement Policy/Plan has been developed/revised jointly with, and agreed on with, parents of children participating in Title I program, as evidence by meeting minutes.

The Parental Involvement Policy/Plan was developed/revised by Vineland Elementary School on 2/12/10 and will be in effect for the period of the school year.

The school will distribute this Parental Involvement Policy/Plan to all parents of participating Title I children and make it available to the community on or before [2/12/10](#).

(Signature of Title I Authorized Representative)

(Date)

These parents were involved with the development of this document:

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