

## FAIRGLEN ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Lynn Francisco, 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)];
- 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) [Section 1118(g)];
- 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)].

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Signature of Principal or Designee

Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** We, the students, staff, parents, and community of Fairglen Elementary, work together as a team, to provide a nurturing and safe environment that promotes academic, character and personal excellence, encourages independent thinkers and inspires young minds to reach their full potential.

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## 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:** Fairglen will convene an annual meeting at a convenient time for parents. This school year, 2012-2013, the annual meeting will be held during Kick-Off Bingo, which is a family event that promotes attendance with fun, food, and prizes. All parents shall be invited and encouraged to attend. The meeting during Kick-Off Bingo will provide information and explain Title I requirements and parents' rights via a Power Point presentation. The meeting will be conducted on August 23, 2012.

Fairglen will offer a variety of meetings and programs for parents to attend throughout the school year. An explanation of the Title I program is provided at Bingo Nights, annual Title I meeting, and Open House. Teachers share information at parent-teacher conferences, Open House, and Parent Involvement Nights the ways in which our computers and programs are utilized in Title 1 for struggling students and those who need enrichment. Using the annual needs assessment survey given in the spring, Title I will utilize this information to conduct future parent involvement sessions (thus addressing specific needs/requests of parents) and use parent requests to schedule events, which will increase participation. An evaluation form will be provided for parents at each event to evaluate the program and give input on methods to improve.

Fairglen values the participation of parents and encourages our parents to become involved in the planning, reviewing, and improving our programs. Parent participation in our School Advisory Council (SAC) and Parent Teacher Organization (PTO) are essential to our continued improvement and success as an "A" school. Both SAC and PTO are asked to review and provide feedback regarding the School Improvement Plan, Parent Involvement Plan, and provide input regarding the use of Title 1 funds allocated for parental involvement activities. All families are asked to participate in school activities and volunteer in some capacity (i.e. PTO, SAC, field trips, tutoring, classroom/media center, beautification projects, recycling projects, etc.). Sign up sheets for programs will be provided in a central location at school, so parents can sign up to volunteer. Information fliers will also be sent home via student backpacks encouraging families to sign up for PTO and other programs. During the volunteer orientation breakfast sponsored by PTO, potential parent volunteers are given opportunities via sign up sheets to assist in various capacities throughout the school.

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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	Individuals with Disabilities (IDEA)	Professional development opportunities are provided for staff. We collaborate to address the exceptional needs of students and families without duplicating services.
2	Florida Diagnostic and Learning Resources System (FDLRS)	FDLRS provides diagnostic and instructional support services to exceptional students and families of students with exceptionalities. Teachers and administration work collaboratively in planning, implementing, and evaluating various parent involvement initiatives and training opportunities.
3	Title II, Part A (Improving Teacher Quality)	Through the use of Title 1 funds, Fairglen offers two computer labs to enhance education through technology for students receiving additional support through Title 1 and an additional computer lab to enhance education through technology for all students.
4	Title II, Part D (Enhancing Education through	Fairglen works collaboratively to plan and implement appropriate programs, services and training opportunities for school staff and

	Technology)	families, including opportunities to access and utilize Edline as a means of communication between home and school.
5	Title X (In-Transition Education)/McKinney-Vento	Fairglen works to meet the varying needs of our in-transition youth and families without duplicating services.
6	Head Start VPK	Fairglen Elementary was able to expand the school program this year to include a Head Start/Voluntary Prekindergarten (VPK) program for four-year-olds. The Head Start program provides comprehensive child development services to predominately economically disadvantaged children and families, with a special focus on helping preschoolers develop the early reading and math skills they need to be successful in school. Head Start promotes school readiness by enhancing the social, cognitive, and emotional development of preschool children, through the provision of educational, health, nutritional, social and other services to enrolled children and families.

## 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	Parent Involvement Plan Summary Power Point (info about Title 1, school curriculum, student support)	Title I Team	August 23, 2012	Parents are asked to provide feedback.
2	Invitation	Title I Team	1 week prior	Increased number of participants.
3	School PIP Summary Tri-fold (AYP, SPAR, PIRC, Scorecard, District Report Card, Right to Know)	Title I Team	August 23, 2012	Parents are asked to provide feedback and ask questions regarding concerns.
4	Parent Meeting	Title I Team	August 23, 2012	Parents are asked to provide feedback on individual survey evaluation form.
5	Synervoice	Administration	ongoing	Increased attendance for events.

## 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:** Fairglen will hold an annual meeting to discuss the Title I program. Parents will be invited and encouraged to attend this meeting. The Title I program requirements will be explained and the rights of the parents will be addressed at this annual meeting. The Title I Annual Parent Meeting will be held in conjunction with Kick-Off Bingo in order to increase participation.

Additionally, Fairglen will offer a variety of meetings and programs for parents to attend throughout the school year. An explanation of the Title I program is provided at the Saturday Session, No Slump Bingo, Annual Title I Meeting, and Kick-Off Bingo. The Title I computer labs are open during Open House. Parents are encouraged to visit and learn about the computer programs utilized. The results of our Parent Survey will also be used to plan meetings and programs that are of interest to parents, to schedule events on days/times that are convenient, and to address specific needs/requests of parents to make participation possible. The Title I teachers will conduct the events. An evaluation form will be provided at each event so that Title I will continue to provide programs that meet the needs of the students and families.

## 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	Volunteer Orientation Breakfast	Assistant Principal	Volunteer orientation will allow for higher number of volunteers and will increase their comfort level at school. Research shows that the more parental involvement, the higher student achievement.	August 21, 2012	Increase in participation
2	Edline	Technology/Network Associate and Classroom Teachers	Ensure connection between parents and teachers.	Ongoing	Teacher /ParentFeedback
3	Spectacular Saturday	Title I Team	Participation in Title I Spectacular Saturdays allow for extra support beyond the regular school day, which involves parents in child's education and increases student achievement.	October 20, 2012	Evaluation forms will be provided to ensure that Title I is providing relevant programs.
4	Family Fun Night	PE Activity Teacher	This event allows the entire family to enjoy themselves. Children who have parents that are actively involved in their education have an increase in attendance and higher achievement levels.	September 27, 2012	Teacher/Parent Feedback
5	Kick-Off Bingo	Title I Team	This event allows the entire family to enjoy themselves. This event provides families with information about the school: Title 1, school clubs, music events, and more.	August 23, 2012	Parent Evaluation forms provided and reviewed by the Title 1 team to focus on areas of improvement.
6	Title I Annual Meeting	Title I Team	Parents receive information about the Title 1 program, school curriculum and how to support the academic achievement of their children(ren)/school.	August 23, 2012	Parents asked to provide feedback.
7	School Advisory Council (SAC)	Principal	Parents receive information about the school and are asked to provide input and suggest changes.	Ongoing	Parents asked to provide feedback.
8	No Slump Bingo	Title I Team	This event allows the entire family to enjoy themselves. This event provides families with reading strategies to engage parents in their child's/children's learning.	May 9, 2013	Parent Evaluation forms provided and reviewed by the Title 1 team to focus on areas of improvement.

9	Bedtime Story Night	Title I Team	K-6th grade students will have a fun evening of homework help, reading stories and cookies.	January 2013	Parent Evaluation forms provided and reviewed by the Title I to focus on areas of improvement.
10	3-6 Book Giveaway	Title 1 Contact & Reading Coach	Students and families will receive literature materials to help facilitate reading at home with our lowest 25% in reading.	2nd Semester	Parent and Teacher feedback
11	Reading Counts Awards	Diane Chaney Title 1	This award program encourages students to read and improve their comprehension skills throughout the year.	May 2013	Student Participation

## 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	Mentor Teachers	NBCT	Newer teachers are guided by mentoring teachers to improve their effectiveness in the classroom and school.	Ongoing	Survey provided to teachers.
2	Edline	Technology/Network Associate and Classroom Teachers	Teachers will receive information on ways to improve the effectiveness of Edline. Also provides a better line of communication between parents and teachers.	Ongoing	Survey
3	School Advisory Council (SAC)	Principal	SAC teams (including parents) learn effective strategies for increasing student achievement and developing required plans at school.	Monthly	Increase in participation
4	Mentors	Deborah Pierce	Fairglen's Mentoring Program helps establish relationships between mentors and students that fosters academic improvement and encourages social and emotional development.	Ongoing	Mentors continue to be needed each year as teachers and students continue to participate in this program.
5	Faculty & Grade Level Meeting	Principal	Parents have specified on our survey that they would like homework help. We discussed and planned ideas to implement homework help sessions in the area of math during our October Spectacular Saturday and January Bedtime Story Night events.	Ongoing	Teacher/Parent Feedback

## 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:** Fairglen will distribute information to parents explaining the Common Core State Standards, Grade Level Expectations (GLEs) and Florida Comprehensive Assessment Test (FCAT) annually. Links to information on these topics will also be available to our district and school websites at <http://www.brevardschools.org> and [http://www.edline.net/pages/Fairglen\\_Elementary\\_School](http://www.edline.net/pages/Fairglen_Elementary_School)

Fairglen will share information and work collaboratively with community programs (local preschools/daycares) to encourage and support a Kindergarten Informational meeting each spring to discuss the kindergarten curriculum and provide parents with a better understanding of a typical kindergarten day. Parents are encouraged to meet the kindergarten teachers and tour the kindergarten classrooms. Invitations are sent to all parents who have enrolled their child for the upcoming school year, provided at the local day cares and preschools, posted at the local community center, and sent home as a flyer with older school age siblings.

Fairglen Elementary was able to expand the school program this year to include a Head Start/Voluntary Prekindergarten (VPK) program for four-year-olds. The Head Start program provides comprehensive child development services to predominately economically disadvantaged children and families, with a special focus on helping preschoolers develop the early reading and math skills they need to be successful in school. Head Start promotes school readiness by enhancing the social, cognitive, and emotional development of preschool children, through the provision of educational, health, nutritional, social and other services to enrolled children and families.

Parents will have opportunities to be a mentor, help a grade level or a class by making copies or reading with students, help with pictures, assist with hearing and vision screenings, assist with programs that reward positive behavior (snow cone Fridays and feather activities), assist with school wide events such as Spring Fling, Junior Olympics, Field Day, or the book fair. Parents and teachers will collaborate to determine times and dates for volunteering.

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## 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:** Fairglen will provide various materials and training programs for parents to attend with their children including a Saturday Session for math homework help. A science information meeting is available to inform parents about science fair projects. Family bingo nights that incorporate school information, reading strategies, and Title I information, will be held in the fall and spring. Fairglen will hold meetings, including parent conferences and team meetings, throughout the year to help parents monitor student progress. The staff will work with parents to facilitate their child's academic achievement.

Fairglen will provide information to parents about programs, meetings, and activities in a parent-friendly format and language that can be easily understood. Informational newsletters will be sent home with each child in print format so all families have access.

Fairglen's Title I Team maintains a website for parents, teachers, and community partners to access Fairglen's Title I information. Parents, teachers, and community partners can view the district's Parental Involvement Plan, Fairglen's Parental Involvement Plan, Parent and School compact, and a Title I PowerPoint via this website.

## 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:** Fairglen will provide information in a language parents can understand (native language translation) as necessary or requested. Fairglen will provide special accommodations for parents or students with disabilities (wheelchair access, sign language, interpreter, etc.) as necessary or requested, to ensure the opportunity for full participation.

## 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	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Parent attends parent/leadership meeting at the district office and subsequently shares the information at monthly PTO meetings.	Parent Leadership Team Member	Parent is provided with up to date information from the district.	ongoing

## 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 2011-2012 Parental Involvement Plan

### Building Capacity Summary

Provide a summary of activities provided during the 2011-2012 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	K-2 Bananas For Books Give Away	1	66	This event was held to help increase student achievement in reading with our lowest 25% of students in K-2. Parents participated in a reading strategy lesson at their child's grade level and took home brand new books to encourage reading at home.
2	Bedtime Story Nights	1	165	Bedtime story nights promotes fluent and expressive reading, as well as listening comprehension, through a read aloud experience conducted by Fairglen administration, faculty, and community leaders. Parents and students participate in this event, and learn strategies to share quality literature at home.
3	No Slump Bingo	1	136	This event allows the entire family to enjoy themselves. This event provides families with reading strategies which help to engage parents in their child's/children's learning.
4	School Advisory Council (SAC)	10	7	Parents receive information about the school and are asked to provide input as to how and where school can be improved.
5	Title 1 Annual Meeting	1	262	Parents receive information about the Title 1 program, school curriculum and how to support the academic achievement of their children(ren)/school.
6	Kick-Off Bingo	1	179	This event allows the entire family to enjoy themselves. This event provides families with information about the school: Title 1, school clubs, music events, and more.
7	Family Fun Night	1	150	This event allows the entire family to enjoy themselves. Students who have parents who are involved in their lives have an increase in attendance and higher achievement levels.
8	Spectacular Saturday	1	61	Participation in Title 1 Spectacular Saturdays allow for extra support beyond the regular school day, which involves parents in child's education and increases student achievement.
9	Volunteer Orientation	1	50	Volunteer orientation will allow for a higher number of volunteers and will increase their comfort level at school. Research shows that the more parental involvement, the higher student achievement.
10	Kindergarten's Parent Night	1	30	Parents were invited to join kindergarten teachers to receive information on phonemic awareness, math, writing, and an overview of the kindergarten report card so that they would have a better understanding of what to expect for their child throughout the school year.

### Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2011-2012 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 Advisory Council (SAC)	12	7	SAC teams (including parents) learn effective strategies for increasing student achievement and developing required plans at school.
2	Mentor Teachers	1	5	Newer teachers are guided by mentoring teachers to improve their effectiveness in the classroom and school.
3	Preplanning	1	45	Reminding parents about Edline and that they may utilize our computers at school to get a refresher to log onto their account or sign up to have an account. This is stressed and communicated to parents that on registration day, from 8 a.m. to 6 p.m., that they may use our computers for this purpose.

## Barriers

Describe the barriers that hindered participation by parents during the 2011-2012 school year in parental involvement activities. Include the steps the school will take during the 2012-2013 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	transportation	encourage carpooling.
2	availability	provide activities on evenings to encourage participation.
3	lack of interest	Incorporate fun and exciting family events in conjunction with meetings and respond to input on our annual parent survey.

## Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2011-2012 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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