


INVERNESS PRIMARY SCHOOL Title I, Part A Parental Involvement Plan

I, Kay Harper, 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


Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The Inverness Primary School mission is to provide opportunities for parents/families to become more involved in the planning, review, and improvement of school programs and the education of their children. We will strive to develop partnerships with families for sharing the responsibility for improved student achievement.

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: Inverness Primary School will have School Advisory and PTA Meetings, emails, flyers and phone messages. The School Advisory Council has developed a school-parent compact that describes and outlines a partnership for sharing the responsibility for improved student achievement. Inverness Primary School and the SAC discussed and reviewed the ideas in this plan and continue to do so at the scheduled SAC meetings throughout the year. Parents will be given a Climate Survey to complete and provide feedback for planning of the upcoming parent involvement activities. Inverness Primary School will host a parent meeting January to explain the school's participation in the Title I School-wide program (STAR Tech Night). IPS will also host two Parent Curriculum Nights to explain to parents the curriculum and assessments. IPS has provisions for parent-teacher conferences that meet the needs of parents' work schedules and provides frequent progress reports to parents via Skyward or hard copies. IPS provides opportunities for parents to assist at school through its volunteer and mentor programs, as well as to participate in classroom/school activities. IPS provides information to parents concerning State Assessments, school performance profiles, and their child's individual assessment results, including assistance in understanding the results. IPS provides materials and training for parents to help them work with their child to improve achievement. IPS provides its staff with appropriate education in how to work with parents as equal partners. Parents will have access to their child's grades and the class lesson plan through Skyward during the school year. We will have training sessions for parents in the use of this system.

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	The school will provide parents with an overview of Title I during the Spring STAR Tech Parent Informational Night. Teachers continuously provide parents with resources and strategies to assist them in helping their child at home. This assistance occurs at grade level Curriculum Nights, Parent-Teacher Conferences, weekly newsletters, phone calls and e-mails. Many of these resources are found on our IPS website.
2	VPK	Through Title 1 funding, VPK is increased to a full day program. VPK is integrated into the regular school activities for parents.
3	Parent Nights	One Parent Night is scheduled this year to keep the parents informed and up-to-date on FSA, Fast Bridge Assessments, Success Maker, Math Homework Assistance, and web based support provided through our curriculum.
4	Title II	Title II provides funds for professional development for staff.
5	Kindergarten Round-Up	Kindergarten teachers provide each incoming student with a packet of ideas and materials to prepare for entering kindergarten.
6	Orientation(Meet Your Teacher)	Information about various academic programs and services are sent home with students via the school newsletter and the school web-site. Meet your teacher & Open House and various curriculum nights provide opportunities for parents to understand the school procedures and the curriculum. Progress reports and student progress monitoring updates are sent home. School Advisory Council meetings and PTA meeting are open to all parents for suggestions on making school improvements.

7	Open House	Information about various academic programs and services are sent home with students via the school newsletter and the school web-site. Meet your teacher & Open House and various curriculum nights provide opportunities for parents to understand the school procedures and the curriculum. Progress reports and student progress monitoring updates are sent home. School Advisory Council meetings and PTA meeting are open to all parents for suggestions on making school improvements.
8	Curriculum Nights	Information about various academic programs and services are sent home with students via the school newsletter and the school web-site. Meet your teacher & Open House and various curriculum nights provide opportunities for parents to understand the school procedures and the curriculum. Progress reports and student progress monitoring updates are sent home. School Advisory Council meetings and PTA meeting are open to all parents for suggestions on making school improvements.
9	School Newsletter	Monthly School Newsletters are posted on the school's website.

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	Planning Meeting for Title I Annual Parent STAR Tech Night	Chris Russo & Heather McLeod, Title I Teachers	November 2016	Attendance Sheet of Planning Committee
2	Create Invitation	Jackie Howard, Teacher	December 2016	Sign In Sheets from Parent Night
3	Publicize Event-School Messenger	Lory Wear, Secretary	December 2016/January 2017	Sign In Sheets from Parent Night
4	Set up for stations for Annual Title I Parent Night	Chris Russo & Heather McLeod, Title I Teachers	January 24, 2017	Sign In Sheets from Parent Night
5	Maintain Documentation	Chris Russo, Title I Teacher	Ongoing	Title I Folder on Server

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: Teachers will contact each child's parent during the first quarter to discuss expectations of that grade level and how the child is doing. Our teachers make themselves available before school, during lunch and planning times, as well as in the evenings to meet with parents. Generally these meetings are completed by October 2nd which is the district provided date to complete these conferences. If a parent does not have transportation the school parent facilitator brings the information to the student's parent at home. Parent surveys showed that parents preferred meetings and school events to be held in the evening. Therefore, we schedule most school events such as Orientation, Open Houses, Family Nights, PTA Meetings, SAC Meetings, Choral Performances, Science Fairs, and Student Led Conferences in the evening to accommodate parents' schedules. Parents are able to bring their children to all meetings or events, as such events are "family friendly" and either appropriate for all family

members or child care is provided. The school parent facilitator assists the school by making home visits to share services with parents not able to attend.

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	SAC Meetings- Receive input from parents for SIP, PIP, Code of Conduct, Parent Survey; Provide Information of academic expectations	Kay Harper, Principal	Data Review creates awareness of school and student needs.	Quarterly	Attendance Logs
2	PTA Meetings- Inform parents of academic expectations and progress towards SIP goals	Kay Harper, Principal	Data Review creates awareness of school and student needs.	Monthly	Attendance Logs
3	FSA Test Preparation Parent Meeting- Share test expectations and offer ideas on how parents can help their children prepare for test	Tara Wells, Assistant Principal; Jamie Fehrenbach, TOSA; Liz Zatz, Guidance Counselor	Review of testing procedures leads to decreased stress for parents and students and increased student achievement	Yearly	Inceased FCAT Achievement
4	Fine Arts Performances	Susan Collins, Music Teacher	Provides opportunities for strengthening family ties thus Increased participation in arts increases academic achievement.	Monthly	Increased participation in the arts & extracurricular academic events
5	Parent Newsletter- Provide parents ideas on how to help their children prepare for school	Lory Wear, Secretary	Provides pertinent information to families thus increasing Family Involvement in School increases academic achievement.	Monthly	Increased Parent Involvement

6	Parent Section on School Website	Gayle Intag, Media/Technology Specialist	Provides calendar of events, resources for academic practices at home, therefore increases family involvement in School and academic achievement	Monthly	Increased Parent Involvement
7	Skyward Parent Portal	Gayle Intag, Technology Specialist	Increased Family Involvement in School increases academic achievement	Weekly	Parent Portal Access
8	Problem Solving Team Meetings	Jamie Fehrenbach, TOSA	Increased Family Involvement in School increases academic achievement	Weekly	Rtl Log
9	Bi-annual Veterans' Programs	Mary Tyler, Teacher	Increased community involvement in school increases academic achievement	Bi-annually	Visitor Sign-In Logs
10	Honor Roll Program-Recognize students who received A's and B's on report card	Kay Harper, Principal	Increased Family Involvement in School increases academic achievement	Quarterly	Visitor Sign-In Logs
11	Terrific Kids Program	Liz Zatz, Guidance Counselor	Increased Family Involvement in School increases academic achievement	Monthly	Visitor Sign-In Logs
12	Parent and Student Led Conferences	Grade Level Chairs	Improve the ability of the staff to work effectively with parents by providing examples of best practices for parental involvement	August-May	Parent teacher conference forms, Improved relations with parents and teachers, improved grades/behavior.
13	Family Nights-Sessions offered to parents to help their children with homework and how to use websites at home	Kay Harper, Principal	Student data reflects growth in Success Maker data and unit tests	September/January	Attendance Logs
14	Publicize IPS via Social Media	Gayle Intag, Tech Specialist	Increase Family Involvement	Weekly	Increase in "Likes" and "Hits" on Social Media sites
15	Distribute Parent Resource Guide	Jamie Fehrenbach, TOSA	Assist parents with on-line resources at home	Monthly	Parent Survey

16	STEAM Parent Night	Chris Russo & Heather McLeod, Title I Teachers	Provides parents with assistance in completing math homework	Second Semester	Attendance Logs
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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	Parent Conferences	Grade Level Chairs	Improve the ability of the staff to work effectively with parents by providing examples of best practices for parental involvement	August-May	Parent teacher conference forms, Improved relations with parents and teachers, improved grades/behavior
2	Share School Improvement Plan with Staff	Kay Harper, Principal	Increased opportunities for parents and staff to effectively work together to create a positive learning environment for students.	Fall	Sign-In Sheets, Agenda
3	Core Connections Model Lessons	Core Connections - Anastasia	Improve the ability of the staff to gain knowledge of the new FSA in order for them to share their knowledge with their students and parents	October	Sign-In Sheets, Agenda, Observations of strategies being taught in classrooms
4	Fast Bridge Assessment	Jamie Fehrenbach, TOSA	Increase teachers' knowledge of how students will be tested on FSA so that they can share this knowledge with students and parents	September/January	Sign-In Sheets, Lesson plans and observations of strategies being taught in classrooms
5	Teacher Induction Program	Kay Harper, Principal	Provides beginning teachers with strategies to more effectively involve parents in their classroom activities	Monthly	Increased number of parent activity/conference attendance in classrooms
6	Staff Newsletter-Tips for Increasing Parent Involvement	Tara Wells, Assistant Principal	Increase teachers' knowledge involving parents directly impacts student achievement	Weekly	Increase in student achievement

7	8 Mathematical Practices	Jamie Fehrenbach, TOSA	Increase teachers' knowledge of Standards Based teaching in the area of math.	Monthly	Increase in student achievement in the area of math.
8	Book Study- Teach Like A Pirate, Dave Burgess	Administrative Team	Increase student engagement and provide teachers with strategies to use with students who have behavioral issues.	September - May	Increase in student engagement and a decrease in office discipline referrals
9	Conscious Discipline	Tara Wells, Assistant Principal and Polly McMillan, Behavior TOSA	Increase teachers' knowledge of classroom management	January	Increase in student engagement

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: The front office will have a Parent Announcement Bulletin Board and brochure stand with flyers with a variety of topics for parents. A computer will be available for parents to access Skyward and the district links at any time.

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: All parents will be informed about the Title I programs at our Title I STAR Tech Open House. At Curriculum Nights, teachers will share descriptions, explanations of the curriculum, forms of academic assessments and proficiency levels students are expected to meet. This general meeting will be followed up by individual conferences with each student's parents where more individual data results will be shared. Parents of students on Progress Monitoring Plans and receiving Tier 2 or Tier 3 interventions will meet more frequently with teachers and will receive progress monitoring reports. Parents will be invited to attend all Problem Solving Team meetings concerning their child. All students will receive Student Handbooks which contains information on school procedures and policies. All students will also receive a planner which will go home daily with the students to enhance parent-teacher communication of academics, behavior and upcoming events. The Pupil Progression Plan will be available for parents to view expectations of Citrus County Schools on the district web site. Parents will be invited to

meet with the administration, guidance counselor, and their child's teacher at any time to help facilitate their child's learning and social-emotional growth.

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: Parent Information materials that are sent home are also available in other languages as feasible for those families who need it. Language and Signing translators are available as needed. Phone conferences are available to parents that do not have transportation. School communication is provided in written form, such as newsletters, as well as verbal format through School Messenger. The Parent Facilitator makes home visits as necessary to deliver school communications. IPS is handicapped accessible to allow all families to attend all school events. Information is also available on our school website and via email.

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	Math Sessions during Title I Parent Night	Chris Russo & Heather McLeod, Title I teachers	Provide parents with math strategies to increase student achievement	January, 2017
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	SAEC, PTA and other Parent Nights	Kay Harper, Principal	Empowering parents to be involved in their child's education	Monthly
3	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)];	Scheduling of meetings/events at a variety of times; providing transportation and child care when necessary for parents attending; conducting home visits to share information with parents unable to attend.	Liz Zatz, Guidance Counselor	Increased parental involvement will lead to increased student achievement.	Weekly

4	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Staff Training in Parent Involvement Strategies	Tara Wells, Assistant Principal	Increased classroom and school strategies to involve parents will increase student achievement.	Monthly beginning in October
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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	SAC Meetings	6	85	Increased student achievement
2	PTA Meetings	8	56	Increased student achievement
3	Fine Arts Performances	4	800	Increased student achievement
4	Parent Newsletter	10	6665	Increased student achievement
5	Parent Section on School Website	10	400	Increased student achievement
6	Skyward Parent Portal	36	3200	Increased student achievement
7	Problem Solving Team Meetings	110	75	Increased student achievement
8	Bi-annual Veteran's Programs	2	500	Increased student achievement
9	Honor Roll Program	4	400	Increased student achievement
10	Terrific Kids Program	6	70	Increased student achievement
11	Parent and Student Led Conferences	2	500	Increased student achievement

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	Parent Conferences	2	500	Increased student achievement
2	Share School Improvement Plan with Staff	1	80	Increased student achievement
3	Core Connections	2	80	Increased student achievement
4	Deconstructing Test Specs	1	20	Increased student achievement
5	Teacher Induction Program	10	50	Increased student achievement
6	Success Maker	2	80	Increased student achievement

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	Work Schedule/Work during activities	Vary scheduled times for activities

2	Child Care	Provide child care with HS students needing community service hours
3	Prior Obligation/Commitment	Advertise in advance for parents to plan ahead
4	Transportation	Encourage parents to carpool
5	Out of Zones-Live far away	Offer activities during school day

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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