

Cotee River Elementary School
Parent Involvement Plan 2016-2017

Our Mission Statement

Cotee River is dedicated to creating life long learners through high expectations and a safe learning environment. We believe all children can learn. The Cotee River Elementary community will provide opportunities for all students to reach their academic, social, and developmental potential.

Belief Statement

Cotee River Elementary School believes parents are the key to the educational success of their children. We see parents as a valuable resource in developing the most effective educational plan for each child. As a school, we strive to be a part of the community and a place where parents are always welcome. We recognize the need to work with parents and families to accomplish our goals of academic achievement and personal growth for each child. Ongoing staff training is critical in us meeting our goals.

Title 1 Parents/Guardians

Cotee River Elementary School will involve parents in the development of the Title 1 plan and the process of school review and improvement.

- Each year Cotee River Elementary School will convene an annual meeting to which all parents/guardian are invited and encouraged to attend. The purpose of the meeting is to inform parents of the school's participation in the Title 1 program and of the parent's right to be involved. Parents will be provided timely information about available programs.
- Parents will be provided information to access to the School Public Accountability Report (SPAR), any other school performance data and assistance with interpreting their child's individual assessment results.
- Parents will be provided a description and explanation of the curriculum and standards used at the school, the forms of assessment used to measure student progress, and the proficient levels students are expected to meet.
- Parents will be invited and encouraged to meet with their child's teachers to discuss progress.
- Parents are encouraged to attend monthly SAC and PTA meetings to discuss Title 1 programs and discuss options regarding how the funding will be utilized. Parents also have the opportunity to provide input when developing the School Improvement Plan and Parent Involvement Plan.

In order to facilitate communication between the school and parents in a timely manner the school uses School Connect Ed, student planners and a monthly parent letter that is sent both electronically via email as well as with the students each month upon parent request. In each newsletter, upcoming events, programs, and opportunities for parental involvement are highlighted to increase awareness. The use of the daily agenda book also provides an opportunity for teachers to communicate with parents about student progress and upcoming programs at Cotee River.

Parent Involvement Opportunities

Cotee River Elementary School supports parent involvement in a variety of ways as we strive to develop and maintain a quality learning environment for all students. We are also committed to developing a flexible schedule to meet each family's needs and encourage a high level of parental involvement in their child's education.

- Parents will be encouraged to contribute to their child's education by providing a supportive home environment.
- Parent workshops will be offered at flexible times to assist parents with providing a supportive home environment.
- Parents are encouraged to volunteer and attend school events at Cotee River.
- Parents are invited to participate in parent/teacher conferences.
- Parents are encouraged to participate with our Cotee River PTA. The PTA is our parent organization that helps provide a variety of activities for our students and families. PTA meetings provide parents additional opportunities to give input on school programs and school related topics.
- Parents are encouraged to become part of our SAC. Through SAC parents can provide input on school wide initiatives and our Title 1 budget.
- Parents are encouraged to complete school surveys and feedback forms, which help to determine school needs and offerings.
- Parents are encouraged to become a volunteer and get involved in school wide initiatives: Bolt Power Hour and Watch Dogs.
- Parents are invited to student recognition activities.

Communication

It is important to the staff at Cotee River Elementary School that if parents have any concerns, suggestions, and/or questions regarding our academic programs that they contact us at any time. Parents will be provided information about school programs/events in a variety of ways. Some of the types of communications to be used are:

- Monthly Lightening Flash Newsletter (via email or hard copy if requested)
- Student Planners
- Weekly School Connect Phone calls
- Written Notes
- Emails
- Teacher Notes Home
- School Marquee
- School Website and Parent Resource Center
- School Notices
- Event Feedback Forms
- Family Events
- Meet the Teacher/Registration Day
- Open House
- Annual Title 1 Meeting
- Parent Surveys/feedback Forms from Activities
- Phone Messages
- SAC and PTA Meetings
- Calendar at a Glance
- Event Flyers to RSVP
- Classroom Options: Canvas, Class Dojo, Facebook, Remind 101

The Cotee River Elementary School Advisory Council will review the Parent Involvement Plan, the school's parent programs and the School/Home Compact annually. Parents have the right to submit concerns related to this parent involvement plan to the principal. This document will be made available to parents annually. Si necesita ayuda para entender esta informacion, por favor contact a su escuela.

S. Slusser

8/20/16

Sharon Slusser, Principal

Date

PASCO Title I, Part A Parental Involvement Plan


I, Kurt Browning, 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 LEA will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children;
- Consistent with Section 1118, the LEA will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118(b) of the ESEA, and each includes, as a component, a school-parent compact consistent with Section 1118(d) of the ESEA;
- The LEA will incorporate this LEA-wide parental involvement policy into its LEA Plan developed under Section 1112 of the ESEA;
- In carrying out the Title I, Part A, parental involvement requirements to the extent practicable, the LEA and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and to the extent practicable, in a language parents understand [Section 1118(f)];
- If the LEA Plan for Title I, Part A, developed under Section 1112 of the ESEA is not satisfactory to the parents of participating children, the LEA will submit any parent comments with the plan when the LEA submits the plan to FDOE;
- The LEA will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools, after equitable provisions have been provided to participating private schools;
- The LEA will be governed by the statutory definition of "parental involvement" defined in Section 9101 (32), and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition; and


Signature of Superintendent or Designee

(Note: If this certification is signed by a designee, then the letter authorizing this person to sign in place of the Superintendent must be


Date Signed

Involvement of Parents

Describe the actions the LEA will take to involve parents in the following required policies/plans:

- LEA-wide parental involvement policy (PIP)[Section 1118(a)(2)];
- LEA plan [Sections 1112 (c)(H), 1112(d)(1)]; -and
- How the funds reserved for parental involvement will be spent [Section 1118(a)(2)].

Response: Pasco County schools gathers input through a variety of formats including annual parent surveys, Parent & Community Engagement Liaisons, School Advisory Councils, and the collection and analysis of aggregated data from parent events and/or activities.

The Pasco County Parent & Community Engagement Liaison group will meet each semester to gather input in the development and evaluation of the Parental Involvement Plan (PIP) and gather feedback regarding parent involvement initiatives. The Parent and Community Liaison group consists of representatives selected by each Title I school in the district. Liaisons invite parents to participate in the input/feedback process to improve parent involvement initiatives. Input and feedback from parents will be documented with meeting minutes, agendas and sign in sheets. Parents will participate in collaborative work groups to evaluate and develop the PIP each year.

Each Title I School in the Pasco County school district develops their Parental Involvement Plan (PIP) in collaboration with parents via the School Advisory Council (SAC). The Pasco County school system ensures that each Title I school meets with their SAC committee as required, and solicits feedback and input for the school-based Parental Involvement Plan as well as the use of Title I funds. Parents are invited through school publications, invitations, flyers, and postings on school websites. The SAC committees review data and address Title I issues. Parent input is solicited and encouraged throughout the school year as well.

Title I staff reviews and considers each school-based Parental Involvement Plan as an integral part of the LEA P.I.P. This Plan is shared with all Title I schools to be shared with parents and other stakeholders.

Decisions involving the use of Title I funds reserved for parental involvement at the school level will be made during the CNA process and development of the School Improvement Plan (SIP) and the P.I.P with input from the School Advisory Council (SAC). The Office for Accountability Research & Measurement will monitor SAC memberships to ensure that parents are included. The LEA and Title I schools provide staff with training and information on ways to include parents in the school improvement process and the value of parent involvement.

Technical Assistance

Describe the actions the LEA will take to provide coordination, technical assistance, and other support necessary to assist Title I, Part A schools in planning and implementing effective parental involvement activities which build the capacity of parents to improve the academic

achievement of their child and overall school performance [Section 1118(a)(2)(B and C) and 1118(e)(1-14)]. Include a description of the process the LEA will use to review the school-level PIP to ensure compliance with all requirements of Section 1118 [34 CFR 200.30(e)]. Include information on how the LEA will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

Response: Pasco County Schools will provide the following necessary coordination, technical assistance and other support throughout the school year to assist Title I, Part A schools in planning and implementing effective parent engagement opportunities to improve student academic achievement and school performance:

- Pasco County Schools funds district level Title I Program Coordinators to provide technical assistance and support schools in developing structures to promote effective parent engagement related programs that are linked to learning at all Title I schools.
- Title I schools fund Parent Involvement Assistants and/or identify Parent Involvement Liaisons to coordinate parent engagement opportunities and work with school staff to integrate parent involvement into Professional Learning Communities.
- Parent Involvement Assistants and/or Liaisons at each school will be invited to meet together at least one time each semester with a Title I program Coordinator. These meetings will serve as an avenue to facilitate communications, networking and training that will assist in building the capacity of staff and parents at the school level.
- Ongoing Title I Principal communications provide technical assistance, monitor compliance and assist in the development, implementation, and review of all required plans.
- The Title I Program Coordinator provides information during the 1st quarter and support throughout the year to ensure that each Title I school provides a Parent Involvement Resource area.
- Title I staff reviews each school-level PIP during the first semester to ensure compliance and that the activities planned will provide meaningful opportunities for parents to become more adept at supporting their child's educational needs.
- Pasco County Schools, to the extent possible, will ensure that parent engagement activities are structured to support student achievement and include information on the New Generation Sunshine State Standards and the Florida Standards. Opportunities will support parents in the decision-making process, engage parents and students in activities to support academic achievement, provide information to parents regarding their child's progress and provide a variety of methods of communicating with parents. Monitoring & support by Title I staff will be done throughout the school year.

Coordination and Integration

Describe how the LEA will coordinate and integrate parental involvement strategies from Part A of Title I with other federal programs (including but not limited to Head Start, Early Reading First, Even Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters (HIPPY), Voluntary Pre-Kindergarten, Title I, Part C, Title I, Part D of Title I, Title III, and Title IV, Part A) [Sections 1118 (a)(2)(D) and 1118(e)(4)].

count	Program	Coordination
1	Title I, Title III, ESE, and Early Childhood	Title I, Title III, ESE and Early Childhood fund the district Language Translator/Interpreter Specialist who supports parent involvement initiatives and activities for Title I families.
2	Title II and Title I	Professional Development will be provided to schools to support increased academic achievement and enable staff to better inform parents of academic expectations.
3	Title I, Title III, Title I part C&D, Early Childhood	Collaboration with program coordinators and specialists to support and/or coordinate Parent Involvement initiatives.

Annual Evaluation

Describe the actions the LEA will take to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the academic quality of the Title I, Part A schools [Section 1118(a)(2)(E)].

Response: The District School Board of Pasco County will use a variety of data sources to evaluate the content and effectiveness of the Parent Involvement Plan. Collection and analysis of data gathered from the annual parent survey will be used to review, evaluate and improve the plan. Additionally, parent input collected at the School Advisory Council meetings and aggregate data from parent workshop surveys will be included as an integral part of the evaluation process. The Parent and Community Liaison group will meet at the end of the second semester to review data and gather feedback related to the Parent Involvement Plan. This feedback will be considered when developing the next year's Plan.

Building Capacity

If the LEA plans to implement LEA-wide activities, describe the actions the LEA will take to build the schools' and parents' 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 [Sections 1118(a)(2)(C), 1118(e)(1-14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	District wide Title I CNA & School Improvement Planning	Title I Program Coordinator	Identify use of Title I funds to increase student achievement and parent involvement for the coming year.	Annually	Sign-in sheets, agendas, budgets
2	Parent Involvement Technical Assistance through Title I Principal Communications and school visits	Title I Program Coordinator	Alignment of school and district policies & priorities and Title I requirements will assist schools in meeting requirements.	Quarterly	Hand-outs, communications, visit logs.
3	Quarterly Parent Involvement Assistant/Liaison Technical Assistance Meetings	Title I Program Coordinator	Orientation & training of Parent Involvement Assistants/Liaisons to standards, assessments and parent engagement related to district initiatives and practices to help to build positive relationships and increase student achievement.	Quarterly	Sign-in sheets, agendas
4	Support & provide information to Title I schools to promote effective parent involvement activities	Title I Program Coordinator	Foster strong relationships with parents and better equip parents to assist students at home	Ongoing	Parent surveys
5	Social Media (facebook & twitter)	Communications	Outreach to parents and community to foster positive district/home/school relationships.	Ongoing	Parent surveys

Staff Training

Describe the professional development activities the LEA will provide, with the assistance of the schools and parents, 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	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Provide informational materials regarding the value of parental involvement and creating family friendly schools	School administrators, Title I staff	Support schools in building strong partnerships between parents and schools	Throughout the year	email records
2	Provide Web based resources	Title I staff, Communications	Provides information and strategies to assist in building partnerships between parents and schools	Throughout the year	Parent surveys
3	Parent Involvement Liaison meetings	Title I Program Coordinator	Education and support for Parent Involvement Assistants/Liaisons related to standards, assessments and parent engagement related initiatives and practices will help to build positive relationships and increase student achievement.	Each semester	Sign-in sheets, agenda

Communication and Accessibility

Describe how the LEA 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 LEA 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: Each Title I school will provide a summary of the Parental Involvement Plan to each family. The LEA and school level Parental Involvement Plans will be housed in the school office, Family Resource Center, or other area of the school and be available to parents in English and Spanish where needed. The P.I.P. will also be posted on the school and district Title I website. Information regarding where parents can access these documents will be provided to families.

Written communication regarding Title I parent involvement programs and/or events will be made available in English and Spanish for schools with significant Spanish-speaking populations and in other languages when necessary and feasible. Other forms of communication such as websites and School Connects phone calls may also be utilized to make additional attempts to reach all families.

Translators may be available at parent meetings and in school offices to ensure parents are fully able to access information and participate in school meetings and events. Translation devices that assist with oral interpretation during parent events are available from the Communications office and may be utilized at parent meetings and functions.

Schools will ensure that there is adequate access to all areas where Parent Involvement events are taking place.

Schools will send samples of published communications to the Title I office:

Discretionary Activities

The LEA parental involvement policy may include additional discretionary activities that the LEA, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement [Section 1118(e)]. Check here if the LEA does not plan to implement the discretionary parental involvement activities. Check all activities the LEA plans to implement:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)];	Provide daycare and transportation as needed for parent events	Principals	Provide access to school events to support student achievement	throughout the year
2	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	School events will be scheduled at a variety of times based on parent needs.	Principals	Provide access to school events to support student achievement	throughout the year

Evaluation of the previous year's Parental Involvement Plan

Building Capacity Summary

Provide a summary of the activities offered to help build the capacity of parents improve their children academic achievement [Section 1118(e)(1-2)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	LEA Comprehensive Needs Analysis and planning.	37	111	Planning for the use of Title I funds to increase student achievement and parent involvement for the coming year by analyzing data and input increases the potential for ROI.
2	Parent Involvement Technical Assistance through Principal Communication.	4	148	Alignment of school & district policies as well as Title I requirements assures an effective system.
3	Parent Involvement Liaison / Assistant Meetings.	4	96	Orientation & training focused on standards, assessments, data, P.I. strategies, current research as well as relating activities to district initiatives & practices help schools align their practices.
4	Provide academic publications to Title I schools for them to share with parents.	9	333	Strong relationships and informed parents increases engagement at home.

Staff Training Summary

Provide a summary of the professional development activities provided by the LEA 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	Orientation & Training of school based Parent Involvement Liaisons & Assistants	4	72	Orientation & training focused on standards, assessments, data, P.I. strategies, current research as well as relating activities to district initiatives & practices help schools align their practices.

Private School Summary

Provide a summary of the parental involvement activities provided for private schools implementing a Title I, Part A program [Section 1120(a)(1)]

count	Content and Type of Activity	Number of Participants	Schools Participating	Anticipated Impact on Student Achievement
1	Summer Learning	65	12	Continued academic practice throughout the summer will increase the likelihood of knowledge & skill retention.
2	Parent Orientation to Title I	36	12	Information provided to parents will increase engagement.

Barriers

Describe the barriers which hindered participation by parents in parental involvement activities during the previous school year. Include the steps the LEA will take during the upcoming school year to overcome the barriers and design more effective parental involvement policies (with particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency, limited literacy, or are of any racial or ethnic minority background) [Section

1118(a)(2)(E)].

count Barrier (Including the Specific Subgroup)

Steps the School will Take to Overcome

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| 1 | Transportation (varied subgroup) | Use of Title I funds may be used to provide transportation when needed. |
| 2 | Scheduling (varied subgroups) | Parent activities will be offered at varied days and times. |
| 3 | Child Care | Title I funds may be used to provide child care during parent meetings and appropriate events. |
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