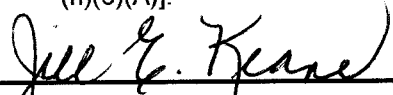


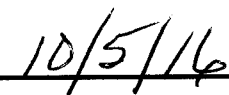
CAPE VIEW ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Jill Keane, 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: Cape View Elementary School's mission is to promote student achievement and build a foundation for lifelong learning. We believe that family involvement and community support is key to fulfilling this mission. Cape View's plan is to bring all stakeholders together allowing each to become more involved in our students' education. We know that creating an atmosphere of instructional support and teaching rigorous standards, while meeting the needs of all students, will help give our students the tools and opportunities for sustained success.

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: Cape View Elementary School believes in the involvement of parents in all aspects of its Title I Program. The School Advisory Council (SAC) has the responsibility for developing and evaluating the various school level plans, including the SIP and PIP. PTO assists the Title I staff in implementing all school-wide events. All were given the opportunity to review the plan and offer their input prior to approval. For the PIP, all parents were given surveys at the end of the school year seeking their input on activities, training, and materials they needed to help their child. Results of parent surveys are reviewed by the SAC to determine needed changes. During the SAC meeting when the PIP and/or SIP are developed, the committee will decide, with the input from parents, how the parental involvement funds will be used. SAC members are elected by their peer groups. Parents are notified of openings on SAC via newsletters. A ballot is sent home and returned with a yes/no vote for the addition of new members to SAC. Teachers and staff elect representatives to SAC as well. Our SAC team is comprised of four parents, five staff members and two business leaders.

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	VPK/EELP	Title I funding supplements our VPK program, allowing us to offer full day services for our VPK students and families. Families of students in VPK and EELP are invited to all school-wide family involvement events.
2	Title II, Part A (Improving Teacher Quality)	Cape View Elementary Title I staff, the district Title I Parent Involvement Resource Teacher, and the Office of Educational Leadership and Professional Development staff work collaboratively to provide school staff with professional development on working effectively with parents.
3	Title III, Part D (Enhancing Education Through Technology)	Cape View teachers and the District Office of Education Technology work together to address the needs of students and families. We collaborate to plan and implement appropriate programs, services, and training opportunities for school staff and families, including opportunities to access and utilize Edline as a communication tool between school and home.
4	Title III (ESOL)	Our ESOL contact works directly with the district ESOL staff to address the needs of English Language Learners. Training opportunities are offered to staff and families of ELL students, without duplicating services. Our ESOL assistant translates documents and translates at meetings, if feasible.
5	Brevard After School	Brevard After School staff provide before and after school child care for parents who need this service. Brevard After School staff members communicate with parents to best meet the children's needs.
6	Exceptional Student Education (ESE)	Joint professional development opportunities are provided for staff and training opportunities are offered to parents by the Office of Exceptional Education, Title I and FDLRS. Parents are informed of Title I services their child receives during conferences and/or meetings.
7	Florida Diagnostic and Resources System (FLDRS)	FDLRS provides diagnostic and instructional support services to staff members and to families of students with exceptionalities. FDLRS and the district Title I office work collaboratively to implement and evaluate various parent involvement initiatives and training opportunities, such as the annual

		Parenting in Today's World Conference, which we encourage our parents to attend.
8	Title X (Homeless)	Any Cape View students identified as homeless are eligible for tutoring services paid for by district Title I funds, if the students demonstrate academic deficiencies.

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	Schedule Annual Meeting on school calendar.	Administration/Title I Team	July 2016	Meeting on school calendar
2	Annual Meeting notice posted on marquee.	Principal/ Title I Team	Week before	Photo of Marquee
3	Annual Meeting notice posted to school website.	Title I Team	Week prior	Print screen of school website
4	Send home invitations and notices to all families.	Title I Team	Week prior/Day before	Copy of Flyers
5	Families visit classrooms to receive information about Title I benefits and responsibilities.	Title I Team/Classroom Teachers	Annual Meeting, August 18, 2016 from 5:00-6:05pm	Annual Meeting Presentation, Classroom sign in sheets, Exit survey results
6	SAC meeting to discuss planning for PIP	SAC chair, principal, Title I contact, Members of SAC	First SAC Meeting - September 8, 2016	SAC Minutes

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: The leadership and staff of Cape View Elementary School have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule. Our annual meeting for parents of participating children was offered in the evening to accommodate the most families. For those who were unable to attend, we have the ability to present them with the information at a time more convenient to them upon request. Parents are able to request conferences before school starts, after school ends, some meetings are held during the teachers planning, and there are several parent conference evenings scheduled throughout the year.

Some events are in fact offered at two times to accommodate the most people. Other events are scheduled at varying times. For example, our "Volunteer Breakfast" is offered in the morning, the "Math and Science Night" is offered in the evening hours, and our award ceremonies are planned during the school day. The times we schedule events can be modified as needed based upon parents' participation and feedback. Even at evening events, parent workshops (like our Annual Title I Meeting and Math and Science Night) are offered several times between the hours of the event to accommodate parents.

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	Annual Title I Meeting/Open House	Title I Team/Classroom Teachers	Families receive information on Title I, and they visit classrooms to experience how parents can assist their students in various academic areas (Reading, Writing, Math, and Science). Parents are given expectations and procedures specific to their child's classroom.	August	Sign in Sheet/Exit Slip
2	Science Fair Make It Take It	Science Contacts	Families are welcome to join their students after school to see how all the parts of their project come together while creating a display board for their project.	November	Sign in Sheet
3	Monthly PTO Meeting	PTO President	Parents and Teachers meet to support academic goals and find ways to raise funds to support those goals and implement community involvement.	Monthly	Minutes
4	Monthly SAC Meeting	SAC President	SAC has the responsibility for developing, implementing, and evaluating the school level plans.	Monthly	Minutes
5	Parent Team Leadership Meetings	Assistant Principal	We encourage a few of our parent leaders to attend meetings and bring back information to share with other parents.	Monthly	Feed Back
6	Science Fair Open House	Science Contacts	Students get to show off their work to their families. This is culmination activity as the students have spent months working through Science Standards to complete projects.	December	Sign in Sheet
7	Awards Ceremonies	Assistant Principal	Families are invited at the end of each semester to	Twice yearly	Program

			celebrate the accomplishments of our students.		
8	Holiday Program	Music Specialist	Families are entertained by their students performing some holiday favorites.	December	Program
9	Summer Program	Assistant Principal/Classroom Teachers	1st, 2nd, and 3rd grade students reviewed skills that may have been forgotten over summer.	June/July	Attendance
10	Volunteer Breakfast/Orientation	Administration	Parents were invited for breakfast and were informed of volunteering opportunities.	August	Sign in Sheet
11	Parent Conference Nights	Principal/Classroom Teachers	This provides families a flexible option to come in and meet with teachers to see how they can help support their student at home.	Twice yearly	Sign in Sheet
12	Family Math and Science Night	Title I Team/Classroom Teachers	Parents will have the opportunity to learn more about science fair and also learn math activities they can play with their child at home as well as understand the math standards.	October	Sign in Sheet/Exit Slip
13	Fine Arts and Technology Night	Title I Team/Art Teacher	Families will have the opportunity to interact with some of the ways that students are engaging in technology and art in the classrooms.	January	Sign in Sheet/Exit Slip
14	Family Engineering Night	Title I Team/Classroom Teachers	Families come in to experience hands-on engineering activities with classroom teachers that incorporate science standards.	April	Sign in Sheet/Exit Slip

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	Technology Trainings	Teachers and Computer Tech	Trainings will involve MyOn, Edline, Google Docs, etc. Teachers are trained in communicating with parents through Edline on upcoming events and student achievement. Teachers are trained on how to	Continuously throughout the year	Training Evaluations

			share information with teachers and assignments with students.		
2	Professional Learning Communities	Administration/Teachers	Facilitators will lead Professional Learning Community meetings to brainstorm and lead discussion in different subject areas to learn from each other and use with students. Teachers also gain clarification on various topics that they can then relate to their students' parents.	Continuously throughout the year	Training Evaluations
3	Teacher Mentors	Assistant Principal/Mentor Teachers	Teacher mentors are assigned to new teachers to observe and guide in the teaching process, including but not limited to parent involvement, conferencing, and the value parental support.	Continuously throughout the year	Teacher Observations
4	Volunteer Training/Safety	Assistant Principal	Participants will learn to better utilize volunteers in a way mutually beneficial to both teacher, and volunteer while promoting student growth.	August	Sign in Sheet
5	Parent Involvement Staff Training	Title I Team	Train teachers and teacher assistants on the value of parent involvement (give ideas on how to increase parent involvement in the classroom) and increasing communication with parents (Edline, newsletters, etc.).	January	Sign in Sheet
6	Science Fair Training	Science Contacts	Working with teachers and giving information that will assist students and parent partnership in science fair.	October	Sign in Sheet

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: Cape View's Title I staff periodically reminds parents of Title I materials and resources available for them to checkout. Title I also offers free materials during "Family Nights" and access to computers to check Edline via request and to register for volunteers. We also have a Parent Resource Center in the front office that has parent information and helpful resources that are readily available.

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: Communication between the school and home is critical for student success. Cape View has supplied every student with a calendar and a planner (for intermediate grades), these help keep parents informed of assignments, and they serve as a good medium for notes back and forth between parents and teachers.

Edline has been implemented and teachers are posting and updating their pages weekly, further providing parents with insight as to how their student is performing in class. The school's website is maintained and up to date to inform parents of upcoming events, as well as providing a wealth of tools they can use at home to help assist their children.

We send out newsletters from the school itself and also from the district and the office of Title I as they are available. For special events we generally will utilize the students' planners, sometimes flyers, and even the SynerVoice service to inform our parents.

Most of our required Title I information is disseminated during our Annual Title I Meeting. The districts Title I plan summary trifold is backpacked home with our students upon our receipt. Our school Title I Plan summary trifold is available for our parents at the front office. It is our intent to create a link on our school website that will also help disseminate this information.

All students enrolling after the annual meeting will receive these materials on the first day of class. A signed copy of our school Compact is returned to the school regarding receipt of information.

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: Cape View Elementary will provide full opportunities for the participation of parents with limited English proficiency and parents with disabilities. School brochures

and informational flyers are sent home in Spanish whenever possible. Teachers work with the ESOL assistant to translate documents sent home on a regular basis. Our ESOL assistant is available during parent conferences to help translate between parents and teachers.

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	We host a variety of family evenings where we plan fun and informative activities that provide parent training to educate their students at home. The Title I Book Giveaway is a perfect example. Parents receive materials and training from our faculty and staff.	Title I Team	Materials and training have a direct impact on student learning while at home that carries over into the regular school day.	These activities are offered at least once per semester.
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)];	Faculty and VPK teachers conduct home visits, directed by administration to assist parents who are unable to attend a meeting at school for various reasons.	Faculty, Administration, Resource Officer	Involving parents in their student's education has a positive effect on student performance.	On going

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	Literacy Night	9	272	Families and students' experienced literacy across grade levels and subject areas. Parents received ideas and activities that relate to reading standards for use at home.
2	Annual Title I Meeting/Open House	2	410	Families received information on Title I, and they visited classrooms to experience how parents can assist their students in various academic areas (Reading, Writing, Math, and Science). Parents were given expectations and procedures specific to their child's classroom.
3	Science Fair Make It Take It	1	40	Families and students work together to finish Science Fair Projects. Display boards are created and finalized with the help of classroom teachers.
4	Storytelling Guest Speaker	1	60	Families enjoyed Literacy Week with a storyteller and outstanding keynote speaker.
5	Monthly PTO Meetings	5	60	Parents and teachers meet to support academic goals and find ways to raise funds to support those goals and implement community involvement.
6	Monthly SAC Meetings	7	90	SAC has the responsibility for developing, implementing, and evaluating the school level plans.
7	Parent Team Leadership Meetings	1	1	We encouraged our parent leaders to attend meetings and bring back information to share with other parents.
8	Science Fair Open House/Awards	1	75	Students got to show off their work to their families. This is culmination activity as the students have spent months working through Science Standards to complete projects.
9	Fine Arts and Technology Night	8	80	Families had the opportunity to interact with some of the ways that students are engaging in technology and art in the classrooms.
10	Kindergarten Round-Up	1	22	Parents were informed about kindergarten expectations and procedures. Kindergarten parents were also invited to a Boo-Hoo breakfast to help them acclimate to the elementary school setting.
11	Math Night	8	150	Parents learned math activities they can play with their child at home as well as understand the math standards.
12	Science and Engineering Night (OSC)	15	167	Families came out to experience hands-on engineering activities with classroom teachers that incorporate science standards.

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	Technology Training	1	40	Teachers were trained on how to utilize the MyOn program efficiently and how to communicate the program to parents so they can help their child utilize this program at home.
2	Volunteer Training	1	15	Participants learned to better utilize volunteers in a way mutually beneficial to both teacher, and volunteer while promoting student growth.
3	Professional Learning Communities	8	40	Facilitators lead PLC meetings to brainstorm and discuss different subject areas to learn from each other and use with students. Teachers also gained clarification on various topics that they then related to their students' parents.
4	Teacher Mentors	4	8	Teacher mentors are assigned to new teachers to observe and guide in the teaching process, including but not limited to parent involvement, conferencing, and the value of parental support.
5	Parent Involvement Staff Training	1	40	Teachers will learn effective strategies that allow them to communicate and work with parents as equal partners. As a result of teachers building these strong relationships with parents, students will receive more support towards their academic achievement.
6	Math 180 Training	4	40	Math 180 Teachers were trained on the Math 180 program on how to use it efficiently and how to communicate the program to parents so they can help their child utilize this program at home.

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	Communication with ESOL	We have not had an ESOL assistant for the past two years because of enrollment. This year our enrollment of Spanish speaking students has gone up so we have our ESOL assistant back for the year. The ESOL assistant will work with our Spanish speaking parents when needed and translate Title I information sent home to parents.
2	Parent Resources and Trainings	Parents have shared that they would like additional resources, such as books, technology, and games to use at home. In addition, parents would like training to be able to use educational technology and requested more information about the Florida Standards and grade level expectations during SAC Meetings. Parenting workshops will be made available through the district Parent Ambassador Team Meetings and our guidance counselor will work to establish meaningful parent meetings to assist parents who request specific information.

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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