



**One Year Title I  
Parent Involvement Action Plan**

Schedule of Activities for the Six Types of involvement

The One-Year Action Plan includes activities that are presently conducted at the school and new activities that will be implemented this year to strengthen the six types of involvement: **Parenting, Communicating, Volunteering, Learning at Home, Decision Making and collaborating with the community.** Please list the activities, dates, and responsibilities, expected results and measures, and needed resources.

| <b>School:</b><br>Fairview PreK-6 School @ Fairview Commons   |   |                | <b>School Year:</b><br>2018-2019   |  |  |
|---|---|----------------|--|--|--|
| <b>Type I – Parenting Activities</b><br>(2 or more, continuing or new)  | Date of Activity                                  | Grade Level(s) | What needs to be done? By when?  | Point Person(s)  | Expected Results?<br>How will results be measured?             |
| Annual Title I meeting prep: Invite all Title I families to attend the Annual Title I meeting.  | Beginning of year<br><br>Meeting Date:<br>8/16/18 | PreK -6        | Compile needed resources, make copies, assemble packets, add materials and mail out packets to families (upon new students entering school.) | Principal  | -Letter of invitation<br><br>-Surveys<br><br>-Sign-in sheet    |
| Interpreters for parents/guardians: Fairview will provide translators to welcome and assist parents during parent meetings and training activities.                                     | All year  | PreK-6         | Coordinate parent events with ESL teacher, contact ESL services, contact University of Dayton translators                                    | ESL Teacher<br><br>Site Coordinator<br><br>Parent Consultant     | -Parent Survey<br><br>-Sign-in sheets<br><br>-Evaluation Forms |
| Transition Day: We host a transition day for the parents/guardians of PreK and kindergarten students to help families know and understand academic expectations for the following year. | End of year                                       | PreK, K        | Work with Parent Consultant in Parent Resource Center<br>Kindergarten Teachers<br>PreK teachers<br>Karen Lombard<br>Curriculum Department    | Parent Consultant<br><br>Site Coordinator<br><br>PreK/K Teachers | -Evaluation Forms<br><br>-Sign-in sheet                        |
| <b>Type II – Communicating Activities</b><br>(2 or more, continuing or new)   | Date of Activity                                  | Grade Level(s) | What needs to be done? By when?  | Point Person(s)  | Expected Results?<br>How will results be                       |

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|  |                  |                 |  |  | measured?   |
| Give timely notice of family engagement activities and programs offered at the school  | All year         | PreK-6          | Create flyers, compile necessary resources, make copies, assemble packets, mail packets to students and families   | Site Coordinator<br>Assist. Principal                      | Continue to increase attendance as a result of communicating  |
| Monthly newsletter prepared by students, sent home to parents.   | All year         | PreK-6          | Create newsletters with input from all grade level learning communities, site coordinator, and administration. Copy and send newsletters home (paper and electronic) | Site coordinator<br>Assist. Principal                      | We expect to increase parent awareness via the newsletter.<br>-Attendance from events<br>-Sign-in sheets                      |
| School will send automated "robo" calls concerning building events and programs.   | All year         | PreK-6          | Create flyers created to support the robo-calls home   | Principal  | We expect to increase attendance as a result of the robo-calls. - Attendance from events -Sign-in sheets                      |
| <b>Type III – Volunteering -</b><br>Activities<br>(2 or more, continuing or new)   | Date of Activity | Grade Level-(s) | What needs to be done for Each Activity & when   | Persons in charge and Helping                              | Expected Results?<br>How will results be measured?  |
| Parent Resource Center: Strategize ways to increase use of PRC, utilizing feedback from parents.                                 | All year         | PreK-6          | Establish dates with PAC and Site Coordinator, create and distribute feedback survey for parents, get incentives (gift cards, snacks/food)                           | Site Coordinator<br>Parent Consultant<br>Assist. Principal | -Increased parent participation -Parent Needs Survey results utilized to implement resources                                  |
| Connect parent/guardian and community partner volunteers with teachers and classrooms to assist during the academic day and with | All year         | PreK-6          | Generate list of students and classrooms that may need additional assistance; make list of academic tasks  | Teachers   | -Increased number of volunteers present throughout the school day -Interventions for students -Monitor and data track student |

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| extra-curricular activities   |                         |                        | and volunteering activities for parents   |   | work done with volunteers to gauge impact/effectiveness                             |
| Encourage parents/guardians, and community partners to participate and become involved in building and grade level activities such as field trips, Read Across America Day, Literacy Nights, Science Fair, and math clubs | All year                | PreK-6                 | Hold informational sessions; circulate promotional flyers for events; call parents/guardians to secure volunteers   | Site Coordinator<br>Principal<br>Teachers<br>Parent Resource Representative | Increased community partners  |
| <b>Type IV- Learning @ Home Activities</b><br>(2 or more, continuing or new)  | <b>Date of Activity</b> | <b>Grade Level-(s)</b> | <b>What needs to be done for Each Activity &amp; when</b>   | <b>Persons in charge and Helping</b>  | <b>Expected Results?<br/>How will results be measured?</b>                          |
| Home Access Center (HAC)  | All year; As needed     | PreK-6                 | Provide students and families with HAC usernames and passwords; hold informational meeting for parents/guardians  | DPS<br>Secretary<br>Assist. Principal                                       | -Increased number of HAC users -Contact IT about running HAC user reports quarterly |
| Provide materials for parents/guardians to assist them in improving their students' study skills. Grade level teachers will work with Parent Resource Representative and Site Coordinator.                                | Monthly; As needed      | PreK-6                 | 6 Email, call , and/or mail invitations to members; make flyers for scheduled meetings, get incentives for coming (food, gift cards, etc.), ensure games and materials are ready to be checked out by parents | Site Coordinator<br>Parent Consultant<br>PSC Committee<br>Parent Committee  | -Parent/guardian attendance -Sign-in sheet -Meeting notes                           |
| <b>Type V – Decision Making Activities</b><br>(2 or more, continuing or new)  | <b>Date of Activity</b> | <b>Grade Level-(s)</b> | <b>What needs to be done for Each Activity &amp; when</b>   | <b>Persons in charge and Helping</b>  | <b>Expected Results?<br/>How will results be measured?</b>                          |

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| Parents on the BLT   | All year         | PreK-6          | Parents invited to BLT meetings and encouraged to present ideas and voice concerns regarding student growth and achievement  | Principal<br>PSC<br>Coordinator   | Parent/guardian attendance -Sign-in sheet                               |
| Create parent group and develop monthly meeting schedule. Meetings will take place in Parent Resource Room | All year         | PreK-6          | Email, call , and/or mail invitations to members; make flyers for scheduled meetings, get incentives for coming (food, gift cards, etc.), ensure games and materials are ready to be checked out by parents. | Site<br>Coordinator<br><br>Parent<br>Consultant<br><br>PSC Committee<br><br>Parent<br>Committee | -Parent/guardian attendance -Sign-in sheet -Meeting notes               |
| <b>Type VI-</b> Collaborating with Community Activities<br>(2 or more, continuing or new)                  | Date of Activity | Grade Level-(s) | What needs to be done for Each Activity & when   | Persons in charge and Helping   | Expected Results?<br><br>How will results be measured?                  |
| Title I Annual Meeting   |                  | PreK-6          | Committee planning: send invitation to all parents (e.g. flyer, robo-call, email)  | Administration<br><br>Site<br>Coordinator<br><br>Parent<br>Consultant                           | Increase school/community engagement -Event attendance -Sign-in sheets  |
| Literacy, Math, and/or Science Night   | Bi-Annually      | PreK-6          | Committee planning: send invitation to all parents (e.g. flyer, robo-call, email); plan student presentations and/or display of end products   | Site<br>Coordinator<br><br>Teachers   | -Increase school/community engagement -Event attendance -Sign-in sheets |

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|--------------------|----------------|--------|---|---|------------------------------------|
| Family Bingo Night | September 2018 | PreK-6 | Committee planning: send invitation to all parents (e.g. flyer, robo-call, email) | Site Coordinator<br>Parent Consultant<br>Administration<br>PSC Committee<br>Parent Volunteers | Event Attendance<br>Sign-In Sheets |
| Harvest Festival   | 10/17/18       | PreK-6 | Committee planning: send invitation to all parents (e.g. flyer, robo-call, email) | Site Coordinator<br>Parent Consultant<br>Administration<br>PSC Committee<br>Parent Volunteers | Event Attendance<br>Sign-In Sheets |
| Donuts with Dads   | September 2018 | PreK-6 | Committee planning: send invitation to all parents (e.g. flyer, robo-call, email) | Site Coordinator<br>Parent Consultant<br>Administration                                       | Event Attendance<br>Sign-In Sheets |
| Muffins with Moms  | September 2018 | PreK-6 | Committee planning: send invitation to all parents (e.g. flyer, robo-call, email) | Site Coordinator<br>Parent Consultant<br>Administration<br>PSC Committee                      | Event Attendance<br>Sign-In Sheets |

  
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 Administrators' Signature:

July 25, 2018  
 Date

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