

HIGH POINT ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Susan Taylor, 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)].

Dr. Susan Taylor

Signature of Principal or Designee

8-24-15

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: High Point Elementary believes to educate and prepare each student for college, career and life.

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: High Point Elementary School believes in involving parents in all aspects of its Title I program. The School Advisory Council (SAC) has the responsibility for helping with the development, implementation, and evaluation of the various school level plans, including the SIP and the PIP. The SAC consists of parents, staff, and community members. At each parent involvement activity, parents are given an evaluation form that seeks their input on activities and training they need to help their child. Results of parent surveys and evaluations are reviewed to determine needed changes. The SAC, Leadership Team, and Literacy Team committees help to decide, (with the input from parents) how the parental involvement funds will be used. Documentation of all involvement in the planning, review, and improvement of Title I programs is provided through meeting sign-in sheets, agendas and minutes.

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	High Point Elementary and the VPK office will work together to coordinate transition programs for students entering the regular public school program. Activities may include: coordinated meetings with parents, VPK teachers, and the kindergarten teachers to discuss the specific learning needs of students, joint parent meetings to discuss transitioning, etc.
2	Individuals With Disabilities Education Act (IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.
3	Title II	Professional development modules will be provided to schools to support the professional development needs of the staff related to parental involvement. LEA staff will provide support and monitor the implementation to ensure that training is provided as required.
4	Headstart	The local Headstart director and teachers will be invited to visit the school to better understand the expectations of incoming KN students that they can work on with their children and their families.
5	Kindergarten Transition Night	The school will provide families with important information to help their children transition from PreK to Kindergarten.
6	Transition to Middle School	The school will provide families with important information to help their children transition to Middle School.

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	Develop agenda and Title I informational power point	Administrator/ Curriculum Specialist	August/September 2015	Copies of agendas, Powerpoint presentation and handouts

2	Develop and disseminate invitations (flyers, newsletter, website, etc.)	Administrator/Curriculum Specialist	August/September 2015	Flyer, newsletter with date of dissemination
3	Advertise/publicize event	Administrator/Curriculum Specialist	August/September 2015	School messenger email with date, photo of marquee with date, photo of parent information board with date
4	Develop sign-in sheets	Administrator/ Curriculum Specialist	August/September 2015	Sign-in sheets for meeting
5	Prepare Title I Annual Meeting Newsletter	Administrator/ Curriculum Specialist	August/September 2015	Copy of letter
6	Maintain documentation	Administrator/Curriculum Specialist	August/September 2015	Title I documentation housed in Compliance Contact's office and will be uploaded to electronic audit box.
7	Develop Surveys	Administrator/Curriculum Specialist	August/September 2015	Surveys

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 High Point Elementary have a strong belief in the importance of parental involvement and therefore are flexible with times and days for parent involvement events and include mornings and evening and different days of the week for family meeting/event. We provide an interpreter and digital equipment for family members who's primary language is Spanish. For those parents who missed the Title I Annual Meeting, the powerpoint presentation will be made available on the school's website. A missed meeting notification letter will be sent home to all parents with information on what was discussed at the Title I Annual Meeting as well. Our website with Title I meetings/activities is updated regularly.

In addition, parent meetings will be offered on a variety of days and times (am and pm) throughout the year.

The Administrator and Title I Compliance Contact will maintain records of parent participation at all meetings and modify meeting times as needed based on parents' participation.

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	Individual Parent Conferences	Classroom Teachers	Teachers and parents will discuss Title I compacts, student assessment results, expectations, and goals for the school year. Parents will learn strategies for helping their student achieve.	August 2015 through June 2016	Conference logs
2	Meet the Teacher Night	Administrators, Coaches, teachers, staff	Parents and students will meet teachers and receive important information to help their students be successful in the new school year.	August 20, 2015	Sign In Sheets
3	Title I Annual Meeting	Administrators, Title I Compliance Contact	By learning about High Point's Title I program, standards, testing, and parent involvement opportunities, parents will be able to help their students academic achievement.	August 20, 2015	Flyers, Sign In Sheets, Agendas, Surveys
4	Trunk or Treat with school supplies	PTA, Administrators, Title I Compliance Contact, Literay Coach, Family and Community Liaisons	Parents will be provided with information about setting up a homework learning station.	October 2015	Flyers, Sign In Sheets, Agendas, Surveys
5	Reading Under the Stars/Selection of Just Right Book and book give a way	Administrators, Reading Coach, Family Community Liaison, PTA, ESOL Teachers	Parents and students will participate in activities to support reading achievement.	December 2015	Flyers, Agendas, Sign In Sheets, Surveys
6	iStation Informational Night/Provide families with directions for accessing software at home	Administrators, Title I Compliance Contact, Family Community Liaison, ESOL Teachers	Parents will be provided with information and access to technology that supports student achievement in the area of literacy.	November 2015	Flyers, agendas, Sign In Sheets, Surveys
7	Writing without Pencils/Oral language and speaking focus	Administrators, Teachers, District Writing Coach, Coaches	Increase in writing skills as evidenced by journaling and productive classroom conversations	January 2016	Flyers, agendas, Sign In Sheets, Surveys
8	The Heart of FSA/New Florida Standards information and assessment	Teachers, Coaches	Families aware of changes in standards and assessment. Strategies learned will result in higher scores on FSA.	February 2016	Flyers, agendas, Sign In Sheets, Surveys
9	Science/Math Night/Make and Take Math Games and Science Experiments	Teachers, Science and Math Coaches, Family & Community Liaison	Increased math and science knowledge/standards.	April 2016	Flyers, agendas, Sign In Sheets, Surveys

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	Tips for Communicating with Parents	Title I Compliance Contact	Staff will learn strategies on how to best communicate and engage parents in their student's academic achievement. Research shows that parents who participate and are engaged in their student's academic achievement perform better in school.	Fall 2015	Powerpoint Presentation
2	Strategies for Communicating with ESOL families	ESOL Teachers	Staff will learn ways to communicate effectively with ESOL families. Improved communication will result in an improvement of overall academic performance.	Fall 2015	Staff Meeting Reflections
3	Ongoing Cultural Competency Workshops	Administration-Principal and Assistant Principal	Staff awareness of cultural differences in people and an increased sensitivity to cultural differences will result in an increase of overall academic performance as students and teachers dialogue and read about diversity.	Winter 2015	Professional Development Reflections

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: A Title I parent station containing informational pamphlets for parents is available in the front office. High Point Elementary is opening our Media Center to parents before school to check out books and use technology.

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: At the Title I Annual Meeting in August, parents will learn about the school wide Title I program and opportunities for participation in decisions related to the education of their child including SAC and PAC monthly meetings. At a variety of curriculum related trainings throughout the year, parents will learn about the curriculum, Florida State Standards and academic assessments. The Title I Compliance person will keep sign in sheets from the Annual Meeting and curriculum related meetings and will also maintain documentation on the dissemination of information and distribution methods.

A parent handbook including Title I information is made available in the front office.

The school newsletter, marquee, and school messenger messages will keep parents informed of Title I news and activities.

The Pinellas County School District Title I Parent Involvement Policy Summary will be sent home to each parent.

Members of High Point Elementary's School Advisory Council (SAC) will review and give input into High Point's Parent Involvement Policy (PIP). A copy of the PIP will be made available to parents in the Title I Resource Center available in the front office.

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: Written and oral communication will be provided for parents in English and Spanish. Translators will be available at all parent meetings and in the school office to provide translation services to ensure that parents are able to fully participate in parent meetings. If other languages are needed, the school will ask the District's ESOL Department to provide translation services. The English Language Survey results will be used to determine the number and specific needs for translations into a language other than English.

Copies of all translated agendas, flyers, handouts, etc. will be kept on file.

In the event of having a parent with vision/hearing impairment, we will contact Cross Bayou Elementary (Center for Vision and Hearing Impaired).

High Point Elementary is equipped with ramps and an elevator to meet the needs of families with physical disabilities. The school entrance and designated restrooms throughout High Point are handicapped accessible.

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:
☒ Not Applicable

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	Home Technologies Workshop	1	60	software programs that you and your children can access at home including IStation, ST Math, and Tell Me More English Language Learning Software
2	Title 1 Annual Meeting	1	450	Understanding the resources provided by Title 1 to increase student achievement.
3	The Heart of FSA	1	70	Increasing student and parent knowledge of the new state assessment
4	Reading with Elves	1	210	Increase reading strategies all grade levels
5	Math Night	1	55	Increase math understanding/strategies
6	Sensational Science-Marvelous Math	1	110	Provided training for parents in the content areas of science and math. Ideas for science and math investigations and question stems were provided

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	Professional Development	1	75	Understanding how to communicate with parents
2	Cultural Competency	1	80	Understanding barriers between school, home and community

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	Lanaguage (Hispanic)	Have translators available for parent conferences, messages home,workshops
2	Time	Flexible workshops for parents will be offered at varying times to increase parent participation
3	Child Care	Child care will be offered for parent workshops and activities

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
1	Effective Communication	School Messenger sent out in English and Spanish
2	Increasing Parent Participation	Varying times of parent workshops
3	Evaluation/Review	Reviewing parent and staff surveys