

## Franklin County School

### 2017-2018 Title I, Part A Parental Involvement Plan

I, Jill Rudd, 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

The Franklin County School will foster and cultivate an environment in which students develop trusting connections with one another (Relationships), develop a sense of purpose, promote self determination (Relevance), and strive for excellence and academics by providing challenging curriculum in the classroom (Rigor).

## 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:** The District Advisory Council (DAC) is the committee that makes decisions on parental involvement at Franklin County School. These decisions include the Parental Involvement Plan through the DAC Meetings. The person responsible will be DAC Chairperson, Staff Members on the DAC and the School Administrator. These meetings will be four times a year: two in the fall and two in the spring. This will be measured by the adequate progress of the School Improvement Goals and objectives, and the DAC Committee's approval of the next year's Parental Involvement Plan. Franklin County School follows the requirements of State Statute 1001.452 in the selection of members to serve on the DAC. Additional items the DAC will discuss, review, and revise with the input and/or feedback from parents: Review of the student/schools achievement on ELA (First meeting and also done in Title I Annual Meeting, students through reports and parent conferences); Review of student/school achievement on other MAP assessments. Dissemination of the School-wide Program Plan; School/District Accountability Report Card; inclusion of parents in the decisions on how to spend the schools' parental involvement allocation; School Parent Involvement Policy/Plan; Notification of resources available through the State Parent Information and Resource Centers; Parents Right to Know; Notification of students receiving instruction from a non-qualified teacher after 20 consecutive days. The DAC Meeting minutes will reflect the input from parents on the above topics. The minutes from the prior meeting are approved at each meeting to ensure accuracy of meetings. Requests from parents through the DAC Meetings and other correspondence on additional topics identified in Section 1118 or strictly based on a parent's need is addressed in the DAC Meeting, when appropriate, and/or staff meetings to determine the feasibility of implementation and return on investment.

## 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	The Pre-K program and the school will coordinate its efforts to provide parental involvement activities to meet their needs. The early childhood component visits the kindergarten classes with their parents prior to next school year.
2	Homelessness	The school and the homeless liaison communicate frequently to meet the needs of homeless children and their parents.
4	ESE	Parent Involvement activities are coordinated by including input from parents of ESE students and working together with the ESE Office to ensure their unique needs are met.
5	21 <sup>st</sup> Century	The school coordinates its efforts with Title I, Part A, and Title VI to reach more students with remedial activities to support increased student achievement.
6	Title II	This program supports Content Specialists that provide job-embedded professional development, stipends for teachers to receive professional learning to support improved student achievement, support for Beginning Teachers and other professional learning resources to support teachers and school administrators.

## 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), Adequate 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)].

**Response:** School Climate Surveys are completed by parents annually. Surveys are available online and in hard copy. The FCSD will hold quarterly Parent Involvement Committee. Parents will participate in reviewing the FCSD Plan and make recommendations and changes for the 2017-2018 plan. FCSD will continue their Title I annual Meeting to go along with Parent Volunteer Nights, and other activities in which parents are given the opportunity to make comments and provide feedback.

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Parent Night/Title I Annual Meeting	Dr. Sue Summers/Jill Rudd	First Quarter	Meeting Minutes, Sign-in sheets, annual parent survey issued in the Spring

### 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:** As a result of the review of parent survey responses to availability and discussion through District Advisory Council Meetings, the following has been established as times for school personnel and parents to meet: during school hours through parent conferences, volunteering in the classroom, lunch with their child, honor roll and grade level performances; after school hours (around dinner time) through parent nights, Title I Annual Meeting, and Open House. We will also offer afternoon (lunch time) meetings for Title I Annual Meeting and other parent events.

### 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)].

Modify the chart below to include activities that your school will do in the 17-18 school year. These are examples. You must provide activities that provide assistance to 1. Understand State academic standards 2. understand State and local assessments 3. understand requirements of Title I 4. understand how to monitor child's progress 5. how to improve child's achievement 6. train teachers, personnel, principals, school leaders to work with parents as equal partners, or building ties between parents and the school. You can do these activities embedded in some of your popular parent activities such as Doughnuts for Dads, etc.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Parent/Teacher Conferences	Teacher/Guidance	Provide information on child's current level of achievement and develop a plan to reach goals.	8/17-05/18	Academic improvement of students
2	Open House	Teachers/Administration	Teachers in grades K-12 will give an orientation to parents, which will	August 2018	Parents are more prepared to work with their children

			include requirements for promotion and classroom expectations		
3	Title I Annual Meeting	Jill Rudd and Sue Summers	Involve parents in planning	September	input from parents
4	SAC meetings/PTA meetings	Jill Rudd	information to parents; input from parents	monthly	Administration and parents working together
5	Family Literacy Events/ Training for Parents	Administration/Teachers/Mrs. Walker	Parents will feel more comfortable and capable of assisting their child with homework or the completion of assignments.	January	Academic Improvement
6	Awards Day	Administration	Encourage and acknowledge achievement success	End of each quarter	Improved academic success
7	Fall Festival	PTO	Families involved with a "fun" activity to build positive school family climate	October	Positive school/family relationships
8	Doughnuts for Dads	Mrs. Walker	Provide information to dads about literacy		Academic Improvement
9	Muffins for Mom	Mrs. Walker	review student data with moms	February	Academic Improvement
10	Grade Level Parent trainings	Teachers	Provide parents with expectations for students and provide strategies to support at home learning	Throughout the year	Academic Improvement
11	Mathematics Training for Parents	Administration/Teachers	Parents learn how to assist their child with math homework, practice math facts, build math vocabulary, assessments	Throughout the year	Academic Improvement
12	Financial aid and scholarship meetings	Administration/Guidance/Gulf State Navigator	Parents learn how to complete the financial aid package and assist their children with scholarships and school applications	Once each semester	Increased number of students applying for post secondary programs.

## 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	Faculty Meeting/Grade group meetings	Mrs. Rudd/Teachers	Title I overview, Compacts, Parental Improvement Plan will be discussed, Following Protocol for Teacher/Parent Conferences, Individual Grade Group Meetings with administration for upcoming requirements	Monthly	Increased student achievement and parental participation
2	Conscious Discipline	Natasha Pennycuff/ Conscious Discipline Trainer	Students will be in class instead of ISS or OSS	Monthly trainings October - May	Increased student achievement Decreased ISS and OSS referrals

### 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:** Newsletters will be sent home that will consist of concepts being addressed via the Florida Standards in the classrooms, test dates, and upcoming events by individual teachers on a weekly basis in elementary. The web-based school page will include daily updates of what is going on in the school for middle and high school students. Teachers will have individual pages for posting parental information. Newsletters, sign-in sheets from meetings showing increased participation as a result of well-informed parents, attendance increases on assessment days. The webpage will have a link that parents can access that will explain Florida Standards.

### 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:

- Information about Title I programs will be provided at Title I Annual Meeting and Open House during the first few weeks of school and through DACS meetings held quarterly.
- Parents will be given information concerning curricula through newsletters and school websites in addition to the FOCUS portal. -Parents will be informed of assessments and progress through parent/student results reports.
- Parents have the opportunity to request meetings with teachers, guidance counselors and/or principals throughout the school year to give suggestions about their child's education. Parents are also invited to be on the School Advisory Council, and can give input during meetings, which



is documented through meeting notes. Meetings will be documented with sign-in sheets and oversight from administration.

- Class Dojo
- Use of student agendas
- Principal Monthly Newsletter
- Teacher Newsletters
- Marquee outside of school
- School Website
- District Website
- School Facebook Page
- Literacy Parent Events
- Math Parent Events
- Title I Meetings
- Sac Meetings
- PTA Meetings
- Parent/Teacher Conferences
- School Calendar
- Parent/Principal Conferences

## 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:** -Parents of students with disabilities may participate in IEP meetings, parent meetings and parental involvement activities with an ESE teacher present. The school is equipped for both parents and students with disabilities to have full access of the school, which is in compliance with ADA.

-Parents of ELL students are provided with an interpreter for parent meetings. Information can be provided in their native language if requested.

-ELL students and migrant students are identified through the home language survey, which is part of the registration form.

## 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	Family Reading Nights/Parent Nights on various topics	Administration/teachers/Reading coach	How to help parents help their children with school work and social issues/ increased student achievement	Year long
2	Maximizing parental involvement and participation in their children's education	Teacher/Parent meetings	Teachers/Guidance	Increased student achievement and increased	Year long

	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)];			parental involvement	
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### **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.

List all activities from last year/add rows as necessary.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Open House	1	417	Orients parents and students for new school year
2	Annual Title I/Grant Meetings	1	34	How grants impact achievement
3	Florida's academic content standards/Parent Teacher Conferences	1	63	Gain support of parents through their gained knowledge of where their child is academically
4	Parent literacy training	0	0	Increase reading opportunities with parents
5	Information disseminated to parents related to school and parent programs	36	1000	Ensures ESOL students' parents are informed in a language they understand
6	Support of Schools	2	409	District will be proactive in support of schools implementation of their individual plans
7	Portal for Parent Involvement	36	200	Communication more effective
8	FC Outreach Program	2		HIPPY Program, FSU Spanish Internship. Employers allowing employees to volunteer at the school during school hours. Open communication with all stakeholders
9	Promoting perfect attendance	1	63	Increased attendance means increased academic success

#### **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)].

If your school participated in these activities use this information. You will need to include the number of activities and estimated participants.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Training – MTSS	2	84	Increased understanding of the MTSS process and increased student achievement.
2	Conscious Discipline	1	11	Less disruptions and out of class consequences
3	Data analysis	6	128	Quarterly analysis of student data and revision to SIP strategies to increase student engagement and 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)].

Customize to the specific barriers for your school.

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Childcare	Organize childcare during meetings
2	Work Schedules	Schedule meetings at flexible times (before, during, after school)
3	Limited English Proficiency	Provide interpreters to facilitate meetings. Train staff to ensure understanding of other cultures.
4	High unemployment causing high level of stress/less attendance	Provide lunch/dinner at parent meetings/events.