In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act (ESEA). The policy establishes the expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and is incorporated into the schoolwide Title I / School Improvement Plan submitted to the Florida Department of Education (FDOE) as required in Section 1114(b)(2) of ESEA.

**Assurances**

Innovations agrees to:

* 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(a)(3)(B)];
* 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)];
* 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)];
* 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)(2)(E)];
* Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
* 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, as described in Section 1111(h)(6)(A) [Section 1111(h)(6)(A)].

**Parental Involvement Mission Statement**

Our mission is to foster parent involvement by promoting school-home communication and providing parents a variety of learning opportunities. We also wish to support their children’s academic success. We want all parents to become actively involved in our school community.

1. 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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)]. 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)].

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| Parents will be invited to attend our Title I Annual Meeting in August where we discuss what Title I is and how being a Title I School can impact the learning of their child. Funding will be discussed as well as parental involvement activities. Feedback from parents is welcome and encouraged. Parents are also encouraged to attend the Parent Teacher Association (PTA), School Advisory Council (SAC) or Parent Leadership Council (PLC) meetings throughout the year to offer their opinions and suggestions on how to make our school more successful. At the Title I Annual meeting, a Parental Involvement committee will be formed. The purpose of this committee will be to establish the Parental Involvement Plan. We utilize input from parents’ comments to help us formulate the plan from year to year. |

1. 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)].

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| **Program** | **Coordination** |
| A Parent Resource Room is available for parents to come and pick up free brochures and pamphlets. | Coordinated by our school Compliance Teacher. This staff member calls state agencies to obtain free resources for parents to take from the resource center. Agencies: •US Department of Education •The Home Instruction for Parents of Pre-School Youngsters (HIPPY) provides free resources for parents to take home. |
| VPK | Introduces the role of education in the home. Promotes a positive and structured educational experience. Encourages parents to support their child at home by providing home learning experiences through homework.  |
| Title III | Provides bilingual materials and resources for parents, including translation. |
| Title II | Training parents to enhance the involvement of other parents through our Parent Leadership Council trainings.  |

1. 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 education 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)].

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| **Activity/Task** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness**  |
| Title I Annual Meeting where a Spaghetti Dinner is provided | Principal and Assistant Principal | August 2015 | Attendance- See Sign in Sheets on the Title I Sharepoint; Evaluation forms of Parental Involvement Plan  |
| Agenda and Presentation materials developed | Principal and Assistant Principal | August 2015 | Number of participants |
| Reminder meeting flyer will be sent home to encourage parent participation | CRT | August 2015 | Number of participants |
| Prepare and Print Sign-in sheet | CRT | August 2015 | Number of participants |
| Orientation Date will be posted on school marquee | Principal and Assistant principal | August 2015 | Posting on school marquee |
| Maintain documentation | CRT | August 2015 | Title I documentation will be uploaded to the Title I Sharepoint site. Paper documentation will be filed on campus.  |

1. 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)].
* Monthly Events are held on campus at 6:00 pm to provide opportunities for parents and their children to work together on curriculum topics. (Ex. Reading Night; Math Night; Science Night; Assessment Night; etc...
* Parent Teacher Association (PTA) and School Advisory Council (SAC) Meetings are held at school at 3:30pm and 4:00 pm after school for parents wanting to be involved in those committees. Minutes from these meetings will be posted on our school website for parents to view who were unable to attend.
* Parent/Teacher Conferences are always available to parents on an as needed basis. Conferences can be scheduled at different times during the day (before school, during planning periods, after school, at night) to meet parents’ schedules. Phone conferences are also an option for those with scheduling or transportation problems.
1. 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)].

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| **Content and****Type of Activity** | **Person Responsible**  | **Correlation to Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| Parent Resource Center  | Compliance Teacher | Parents are able to better support their students with academics.  | August 2015- June 2016 | Sign in Sheet/Parent Comments |
| Family Workshops | Guidance Counselor | Increased parent participation, communication and knowledge | August 2015-May 2016 | Sign in Sheet/Parent Comments |
| Provide translation at school events through use of the “talk system”. Events: Title I Annual meeting, FCAT Parent Night, etc. | Compliance Teacher | Increased parent participation, communication and knowledge. Parents are able to better support their students with academics. | August 2015-May 2016 | Increased communication |
| Assessment Parent Night | CRT, Reading Teachers and Classroom Teachers | Increased parent participation, communication and knowledge | September 2015 | Sign In Sheet/Parent Comments |
| AVID Parent Information Session for parents of students in Grades 3-5 to explain the AVID system and how they can support their child at home.  | Principal, CRT, Teachers | Increased parent participation, communication and knowledge | November 2015 | Sign In Sheet/Parent Comments |
| Family Literacy Night | Reading Teachers and Media Specialist | Increased parent participation, communication and knowledge | January 2016 | Sign In Sheet/Parent Comments |
| Family STEM Night | Teachers, TIF STEM support teachers | Parents are able to better support their students with academics. | March 2015 | Sign In Sheet/Parent Comments |

1. Describe the training 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)].

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| **Content and Type of Activity** | **Person Responsible** | **Correlation to Student Achievement**  | **Timeline** | **Evidence of Effectiveness** |
| Teachers will be given information/resources to learn why it is important to involve parents in the school.  | Additions Coordinator | Increased parent participation, communication and knowledge | Ongoing | Increased Parental Participation |
| Parent Involvement Module 1: Importance of Parental Involvement | CRT/Title I Contact | Increased parent participation, communication and knowledge | November 2015 | Staff Development attendance sheets, Increased Parental Participation |
| Parent Involvement Module 2: Building Ties between Home and School | CRT/Title I Contact | Increased parent participation, communication and knowledge | January 2016 | Staff Development attendance sheets, Increased Parental Participation |
| Parent Involvement Module 3: Implementation and Coordination of Parental Involvement Programs  | CRT/Title I Contact | Increased parent participation, communication and knowledge | March 2016 | Staff Development attendance sheets, Increased Parental Participation |
| Parent Involvement Module 4: Communicating and Working with Parents | CRT/Title I Contact | Increased parent participation, communication and knowledge | May 2016 | Staff Development attendance sheets, Increased Parental Participation |

1. 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 child [Section 1118 (e)(4)].

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| * A variety of activities will be hosted throughout the year to encourage and support parents in more fully participating in the education of their children. Ex. Reading Night; STEM Night; Assessment Night; etc.
* Parent Resource Center (PRC): Parents may come to the PRC to pick up pamphlets and materials to help students at home in the following areas: test taking strategies, reading strategies, bulling, assisting with homework, learning styles, being responsible, how to stay organized, and specific grade level assistance. The PRC will be open from 7:45 - 3:15 pm. A sign in sheet is available for parent comments. The Compliance Teacher is responsible for the PRC.
* Open House- Parents will be invited in September to come to an informational meeting with their child's teacher to learn about school programs and how parents and teachers can work together to make students successful.
* Report Card Conference Night- A conference night will be scheduled at the end of the first quarter in October to allow parents an opportunity to discuss their child's progress. Conferences will always be available in addition to this night as requested.
* Media Center is made available after school on Mondays and Tuesdays for parents and children to utilize resources and to encourage independent reading.
* Reading Connection newsletters are given out each month. The newsletter provides resources, activities, and ideas for families to do at home.
* An on-line grade book called Progress Book will be available to all 2nd-5th grade parents so they can keep informed regarding their child's academic progress.
* Off campus events are offered regularly to build relationships with families in a less intimidating setting (ex. CiCi’s Pizza Nights; Student showcases at Barnes and Noble; Pizza Evenings at local Pizza restaurants; Skate Night at the local skating rink; etc...)
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1. 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 also submit the parents’ comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

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| * Flyers will be sent home (event flyers; newsletters; district notifications; upcoming meetings; etc...)
* The school marquee will be updated regularly with current information about upcoming events/meetings.
* The "Connect Orange" phone system will be used to send pre-recorded messages to homes as needed.
* Our school website is updated frequently with a calendar of upcoming events as well as resources for parents to use.
* Student Planners will be provided for each child to write homework in nightly and includes a space for parents and teachers to write notes back and forth to one another if needed.
* As for parents having access to curriculum information, that information will be presented in a variety of formats including: Parent /Teacher Conferences; Parent Teacher Association (PTA), School Advisory Council (SAC), and Parent Leadership Council (PLC) meetings; Our School Website; & Newsletters with curriculum information.
* Parents in grades 2-5 will have access to an on-line grading system called Progress Book where they cannot only access grades for their child, upcoming homework assignments, but can communicate directly with the teacher with email links.
* All of our written communication is provided in English and Spanish; All flyers sent home to families will be provided in the requested language.
* Email will be utilized for increased communication options between teachers and parents.
* Parent Information Board will display current school events and share resources with parents.
* Monthly calendars will be sent home to share upcoming school events.
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1. 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)].

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| * Parents were asked in their initial packet to identify a language that they would like to receive communication in from the school. Teachers keep track of this information and provide school flyers, district information in the requested language to ensure parent comprehension.
* At events, parents also have the option to check out a "talk system" monitor. If information is being presented in English, parents who wear the earpiece will hear the same information translated into their language (ex. Spanish) by a staff member.
* A list is provided for staff that tells us which languages our own staff speaks so that we can use them as resources when/if a translation issue becomes apparent.
* Disabled parents will be provided necessary accommodations on an as needed basis. Example: A conference for a hearing impaired parent is coordinated with an American Sign and Language interpreter from the district.
* All buildings are accessible and accommodate parents with physical disabilities.
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Discretionary School Level Parental Involvement Policy Components

* Check here if the school does not plan to implement the discretionary activities.

Check all activities the school plans to implement:

* Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];
* Providing necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)];
* 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)];
* Training parents to enhance the involvement of other parents [Section 1118(e)(9)] ;
* 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)];
* Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and
* Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].
1. Describe how each discretionary activity checked above will be implemented.

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| **Activity** | **Description of Implementation Strategy** | **Person Responsible**  | **Correlation to Student Achievement** | **Timeline** |
| Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Parent Leadership Council Trainings | Title II Parent Liaison  | Increased parent participation, communication and knowledge. | October 2015, December 2015, February 2016, May 2016 |
| 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)]; | Meetings and events will be at a variety of times&days of the week for parents. Phone conferences are also available. | Activity Coordinators for each event & Classroom Teachers. | Increased parent participation, communication and knowledge. | August 2015-June 2016 |

**School-Parent Compact:**

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 school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Provide a copy of the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by      .

This policy/plan was adopted by the schoolon mm/dd/yy and will be in effect for the period of mm/dd/yy. The school will distribute this policy to all parents of participating Title I, Part A children on or before mm/dd/yy.

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(Signature of  Authorized Representative) (Date)

Provide evidence that this policy/plan has been developed with the input from parents and based on the review of the 2014-2015 PIP.

1. Provide a summary of activities provided during the 2014-2015 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.

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| **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Correlation to Student Achievement** |
| Family Science Night | 1 | 210 | Parents are able to better support their students with academics. |
| Parent FSA Session | 1 | 11 | Increased parent participation, communication, and knowledge; Parents are able to better support their students with academics. |
| Family Math Night | 1 | 150 | Parents are able to better support their students with academics. |
| Parent Leadership Council | 3 | 24 | Increased parent participation, communication, and knowledge |
| Title I Annual Meeting | 1 | 68 | Increased parent participation, communication, and knowledge |
| Meet Your Teacher | 1 | 600 | Increased parent participation, communication, and knowledge |
| Open House | 2 | 375 | Increased parent participation, communication, and knowledge |
| Family Literacy Night  | 1 | 222 | Increased parent participation, communication, and knowledge; Parents are able to better support their students with academics. |
| Report Card Conference Night | 1 | 600 | Increased parent participation, communication, and knowledge |
| Parent Workshop | 1 | 12 | Increased parent participation, communication, and knowledge |

1. Provide a summary of the professional development activities provided by the school during the 2014-2015 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)].

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| **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Correlation to Student Achievement** |
| Presentation of Parental Involvement Plan at Faculty Meeting | 1 | 62 | Set clear goals of parental involvment with faculty  |
| Module 1: The Importance of Parental Involvement | 1 | 62 | Identify the teacher’s role in Parental Involvement at the school and the types of parental involvement. |
| Module 2:Building Ties between Home and Schools | 1 | 62 | Identify strategies to promote positive interactions between parents and staff. |
| Module 3: Implementation and Coordination of Parental Involvement Programs | 1 | 62 | Identfiy how the PIP is developed and the classroom role in the process |
| Module 4: Communicating and Working with Parents | 1 | 62 | Identify components of positive parent-teacher conference. |

1. Describe the barriers that hindered participation by parents during the 2014-2015 school year in parental involvement activities. Include the steps the school will take to during the 2015-2016 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)].

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| **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| Limited English Understanding by parents (Subgroup: ELL) | Implement use of Talk System at all parent events; provide translations of all materials/resources sent home.  |
| Limited ability to come to various school events (Subgroup: Economically Disadvantaged, ELL, SWD, African Americans, Hispanics) | Schedule on various nights; Provide resources online and on Information Board. |
| Limited understanding of how to help students at home (Subgroup: Economically Disadvantaged, ELL, SWD, African Americans, Hispanics) | Provide Family Workshops by Guidance Counselor; Provide Family Nights in the content areas; Encourage open communication between families and staff.  |

1. Describe the parental involvement activity/strategy implemented during the 2013-2014 school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **Content/Purpose** | **Description of the Activity** |
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