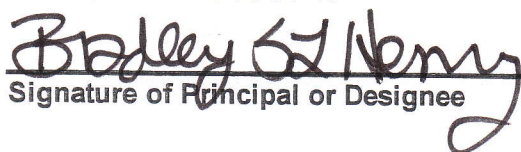


ROYAL PALM SCHOOL Title I, Part A Parental Involvement Plan

I, Bradley S. L. Henry, 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

9.09.15
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Royal Palm School's mission is to foster a partnership with the community, parents, and students and acknowledge that it is essential to the students' learning process. Royal Palm believes that all parent involvement is important and supports this philosophy by providing opportunities for parents to become involved through volunteering, two-way communication, parent training activities, and decision making groups.

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 Annual meeting will be held on 9/24/15 to provide information regarding Title 1. The time and date of the meeting were planned to meet the needs of working and busy parents. Written invitations were sent in several languages, phone link in multiple languages and staff contacting parents. Dr. Jerome, AP, reviewed the School-Parent Compact and asked for parent input on the Family Involvement Policy Plan. The Title 1 budget and the powerpoint were presented.

Other parent involvement trainings and meetings include School Advisory Council/PTO meetings, open house/curriculum night, integrated arts, and Special Olympics.

Monthly parent training meetings (PLUSS) regarding the academic areas of science, literacy, math and reading. Presenters provided learning at home activities for the parents and students.

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	Parent agency information	The ESE parent services director presented information on how to access outside agencies to address children's needs.
2	Special Olympics program	We host Special Olympics events for ESE students in the district. Parents serve as coaches to assist their child while participating in the events.
3	Public Preschool transition to kindergarten	We provide a pre-kindergarten to kindergarten transition training..
4	ESOL Parent leadership council	We host 2 Parent Leadership Council meetings that provide parents with information of at home strategies, district policies and procedures so students are successful.
5	CLFS contact for migrant students	CLFs work with parents with migrant students to ensure they have appropriate transportation, access to community agencies, information about meetings etc.

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	Printed invitation - 3 languages	AP, CLFs	09/11/15 Flyer	
2	Advertise via Marquee, Edline	computer teacher	09/04/15	Parent attendance, sign-in sheets
3	Conduct annual meeting and sign in sheets	AP, CLFs	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
4	Reviewed agenda, FAA results	AP, CLFs	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
5	Title 1 Powerpoint presentation	AP, CLFs	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
6	Policy plan - present	AP, CLFs	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
7	Compact - present	AP, CLFs	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
8	Title 1 Budget- review, discuss	AP, CLFs, Parents	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
9	Discuss parent center's offerings and times	AP, CLFs	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
10	Meeting evaluations	AP	09/24/15	Parent attendance, agenda, minutes, sign-in sheets
11	Parents Right-to-Know	AP	09/24/15	Parent attendance, agenda, minutes, sign-in sheets

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: We are scheduling parent trainings in the morning to accommodate non-working and available parents. We also scheduled morning meetings for ESOL parents. Other meetings were held on various days and evening times. SAC and PTO are held in the mornings as requested by business partners and other parents requesting alternate meeting times. We have several night parent training referencing literacy/math night, writing/sensory, behavior disorders, and autism spectrum disorders. Title 1 funds child care and interpreters so that parents can attend the meetings at various times of the day and benefit from the meeting.

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	Provide a parent center	Media clerk, AP	Increased parent involvement	September, 2015	Sign-in sheets
2	Math and Science training for ASD and ESE students	ASD teacher, AP	Providing parents with strategies to support and improve student achievement	4/11/16	Sign-in sheets, evaluations

3	Literacy, science and technology family night	Media and computer specialist, AP	Provide parents with knowledge about how to provide activities to improve student achievement	11/23/15	Sign-in sheets, evaluations
4	Parent writing, sensory and gross motor training	Occupational Therapist, AP	Provide parents with information regarding writing strategies to support and improve student achievement	10/19/15	Sign-in sheets, evaluations
5	Pre-K - K transition night	PK department chair, and ESE contact, AP	Provide information about the transition process to kindergarten so parents can make informed school choice decisions.	5/2/16	Sign-in sheets, evaluations
6	Teaching academics through music	Music and InD teacher	Provide parents with at home skills on music and academics	2/22/16	Sign-in sheets, evaluations
7	Multicultural events- Hispanic heritage and Haitian month	Multicultural committee chair, CLFs	Provide parents with knowledge regarding different cultures as related to social studies access points	5/16	Sign-in sheets
8	Open House/curriculum night	Principal, teachers	Provide parents with knowledge about curriculum	09/9/15	Sign-in sheets
9	PTO/SAC meetings	Principal, SAC chair, PTO president	Provide parents with knowledge of curriculum, School improvement plan, FAA results	Monthly 2015-16	Sign-in sheets
10	Family night book fair	Media clerk	Provide parents with appropriate literacy materials to use at home.	09/3-11/2015	Collection forms with parent name
11	ABC to increase communication training	Speech Pathologists	Provide parents with strategies on improving language and literacy skills	3/14/16	Sign-in sheets, evaluations
12	Jump start read for the record	Media clerk	Provide parents with skills to read to their child	10/22/15	Sign-in sheets
13	Read across America	Media Clerk	Provide parents with skills	3/2/16	Sign-in sheets
14	Volunteer business partner brunch	Media Clerk	Volunteers and community support student in class	2/19/16	Sign- in sheet
15	Spring Book Fair	Media Clerk	Provide parents with appropriate literacy materials to use at home.	3/7-14/16	Collection forms and sign-in sheet
16	PTO membership drive	PTO president	Provide parents with opportunities to volunteer for the school	Ongoing 2015-16	PTO sign-up sheet
17	PTO fundraisers	PTO members	Parents raise funds to augment school curriculum	Ongoing 2015-16	VIP/PTO sign-in sheets
18	Core Vocabulary/Literacy	Speech Pathologists	Provide parents with literacy and communication strategies	9/21/15	Sign-in sheets, evaluations

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	Parent volunteer training	Media Clerk/volunteer coordinator	Improved student achievement, behavior	August, 2015	Sign-in for VIPS program
2	Open parent center	AP, media clerk	Increased student achievement, behavior	September, 2015	Parent center sign-in sheet
3	Parent involvement training on conferencing, school-home communication	AP	Increase student achievement, behavior	November 16, 2015	Sign-in sheets; evaluations
4	Family involvement power point	AP	Improved student achievement, behavior	November 16, 2015	Sign-in sheets

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: Monthly parent trainings that address the needs of parents as indicated by the surveys and evaluations are held. A "turn and talk" component is included in these trainings. Media clerk provides opportunities for volunteers and business partners to read to students held at least twice during the school year. Participation is monitored by a sign-in sheet. Family resource room is located in the school and is available for parents during school hours. We also have integrated arts performances twice a year. We have monthly PTO and SAC meetings. We also have two book fairs during the year.

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: All information is translated in English, Spanish and Creole. Reminder notification, EDLINE, Parent Link (automated phone notification), marquee notification and a responses via tear off, and/or RSVP.

Parent School- Compact developed by parents and school to review the responsibilities of all 3 participants- school, students, and parents

School-home daily communication books identifying individual information.

Frequent parent newsletters from administration outlining upcoming events, school news, volunteer opportunities and upcoming parent trainings.

Curriculum night meetings with parents held early in the school year to discuss school news, curriculum review and parent-home activities.

Edline is used to communicate important dates and activities.

Parent conferences, PTO, SAC, curriculum nights are held to review students' progress on their IEPs and curriculum. Results from the FAA are sent home and are reviewed at the Annual Parent meeting and SAC/PTO meetings.

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: The Community Language Facilitators translate all Spanish and Creole written parent communication, attend IEP meetings, and communicate with parents in their native language. Parents of migrant students are invited to all parent meetings. They also provided headphones so that they can hear the interpreters at meetings. Parents are surveyed on their needs so that the school may provide the resources necessary for all parents. We have a

bilingual front-office secretary. Sign-language interpreters are made available for deaf/hard-of-hearing parents. We are an ADA approved facility and disabled individuals are able to navigate throughout the school.

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

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	Provide a parent center	1	20	Parents helped students with literacy strategies
2	Math and Autism Spectrum Disorders training	1	50	Parents assisted students with math and reading
3	Literacy, science and technology family night	1	15	Parents assisted students with reading and math activities
4	Parent writing, sensory and gross motor training	1	18	Parents of ASD students learned science, math and literacy strategies
5	Pre-K - K transition night	1	35	Parents acquired skills to assist students in literacy and technology
6	Positive parenting to enhance learning training	1	10	Parent volunteered to assist with science day
7	Multicultural events- Hispanic	1	18	Parents and community volunteered to assist with reading initiative
8	Open house/curriculum night	1	55	Parents gained knowledge of kindergarten readiness requirements
9	PTO/SAC meetings	1	18	Parents received regarding Title 1 purpose, test scores etc.
10	Family night book fair	1	68	Parents obtained knowledge regarding organizing students ESE paperwork
11	Literacy and Communication	1	18	Parents learned about reading and communication strategies
12	Jump start Read for the record	1	20	Parents read to classes and increase student achievement
13	Read Across America	1	24	Parents read to classes and increased student achievement
14	Volunteer business partners brunch	1	101	Parents volunteered and increased student achievement
15	Spring book Fair	1	30	Parents volunteered and increased student achievement
16	PTO membership drive	1	20	Parents involved in decision-making group and increased student achievement
17	PTO fundraisers	1	20	Parents volunteered and increased student achievement
18	PALs ESE binder training	1	26	Parents learned about ESE process and paperwork; parents had knowledge about disabilities and worked with students to increase student achievement
19	Links to Literacy	1	34	Parents assisted their child with literacy activities
20	Title 1 annual meeting	1	16	Parents were provided information regarding Title 1 requirements, budget, test scores, compact/policy plan and increased student achievement

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	Parent volunteer training	1	80	parent involvement increases student achievement
2	Title 1 parent involvement inservice	1	78	parent involvement increases student 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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Limited English Proficient (Hispanic and Creole)	CLFs, translated documents
2	Working parents	Flexible meeting times and dates
3	Parents not educated in ESE procedures and requirements	Parent university (PLUSS) mtgs
4	Distance from home to school (district school)	Multiple methods of communication (email, phone, text)
5	Reduced parent and community involvement	Volunteer, decision making opportunities
6	No child care for ESE students	Childcare for ESE students during parent meetings
7	Migrant/ESE parents unaware of ESE process	PALS provided ESE notebook training regarding ESE important papers