## SOUTH TECH PREPARATORY ACADEMY Title I, Part A Parental Involvement Plan

I, Nicole Handy , 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)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** |

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

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| **Response:** Parents are invited to attend School Improvement Steering Committee (SISC)meetings and Governing Board Meetings via email, Edline, school website, posted announcements and newsletters. Open houses and teacher conferences also utilized in order to address Title 1 programming and the needs of the school. Parents are given the opportunity to provide input for the Title I budget and how funds are spent through the SISC meetings.    Parents/guardians will be consulted in the development of the SIP, PIP, and the School/Parent Compact. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | Title 1 | Charter School aligns with District to improve the educational opportunities for all students. |
| 2 | Post-Secondary Planning | Guidance Department equips parents with the knowledge and tools to guide post-secondary planning. Agencies include Palm Beach State College, TRIO Program. |
| 3 | Title 1 | Title 1 funds are utilized to keep parents/guardians informed about school programs through multiple mediums. |
| 4 | Title 1 | SouthTech Preparatory Academy (STPA) will offer Open Houses and Parent Workshops/Meetings geared towards increasing parental involvement and academic achievement of students. |
| 5 | Academy Advisory Meetings | Parents of STPA are encouraged to join SISC and the School Advisory Committee (SAC), and attend monthly Governing Board Meetings. These meetings include teachers and various local business leaders involved with the Career Clusters. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Distribute Invitations | Title 1 Parent Liaison | September 2, 2015 | Sign-in Sheet |
| 2 | Website Notice | IT | September 2 - 9, 2015 | Visit the website |
| 3 | Conduct Annual Meeting and Items of Discussion | Title 1 Contact | September 9, 2015 | Sign-in Parent Evaluation/Feedback |

**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)].

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| **Response:** Family Involvement meetings will be held at flexible times as determined by parent input. Title 1 funds will be used to purchase incentives, such as child care and refreshments, to increase parental involvement.    Parent workshops will be scheduled. Time, topics and discussion items will be determined based on suggestions from the SISC meeting on October 10, 2013. |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parent Night | Administration, Teachers | Parents meet teachers and receive course syllabus and class rules. | September 9, 2015 | Sign-in Sheets |
| 2 | Fall Parent Training | Administration, Teachers | Parent training will be provided. | October 13, 2015 | Sign-in Sheets |
| 3 | Parent Night | Administration, Teachers | Parents meet teachers and receive course syllabus and class rules. | February 9, 2016 | Sign-in Sheets |
| 4 | Roundtable Discussions | Administration, Teachers | Strategies will be provided to parents to increase parental awareness | Fall, 2015 and Spring, 2016 | Sign-in Sheets and Evaluations |
| 5 | SISC | SISC Chair | SISC meets to discuss strategies to empower parents to guide students in attaining higher levels of achievement. | Monthly meetings | Sign-in Sheets |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Title I Annual Faculty Meeting | Eileen Turrene- Assistant Principal | Communicate importance of parental communication on student achievement | August 11, 2015 | Sign In Sheets |
| 2 | Discipline/Parent Contact Plan | Freddy Ponton- Dean/Parent Liason | Increase support system for students by increasing parent to school communications | August 11, 2015 | Sign In Sheets |
| 3 | Parent Involvement Training | Freddy Ponton-Parent Liaison/Nicole Handy-Principal | Promote parent involvement strategies | September 2015 through May, 2016 | Sign In Sheets and evaluations |
| 4 | Faculty Anti-Bullying Meeting | Carine Guillaume- School Counselor | Eliminate bullying that could negatively impact student achievement | Fall, 2015 | Sign In Sheets |
| 5 | SWPBS | Nicole Handy- Principal | School Wide Positive Behavior Program | August 25, 2015 | Sign In Sheets |
| 6 | ESE Sensitivity Training | Kristie Vullo- ESE Contact | Increase awareness to ESE needs | August 25, 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)].

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| **Response:** We have established a parent resource area for information and tools focused on increasing student achievement as well as providing information which parents can access with regards to outside community resources that are available. |

**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)].

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| **Response:** The Annual Meeting will inform parents of the total schoolwide program and assessments. Also, information will be communicated on an ongoing basis through Edline, Progress Reports, Mid-Terms, Report Cards, Newsletters, SISC meetings, Governing Board Meetings, and the School Website. Comments from discussions will be documented in the meeting minutes. |

**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)].

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| **Response:** Advocacy and family support are offered through our Guidance Department and supported by Administration.  There are language facilitators available for all meetings with parents and information is disbursed in English, Spanish and Creole.  When there are requests, every effort will be made to accommodate the needs of parents so they will receive all the necessary information with regards to school and their child's development in 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:

X Not Applicable

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C:\Users\klamerson\Downloads\fileUploads\503441_2015-2016_uploadEvidenceParentInput.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\klamerson\Downloads\fileUploads\503441_2015-2016_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C:\Users\klamerson\Downloads\fileUploads\503441_2015-2016_uploadCompactEvidence.pdf) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | School Improvement Steering Committee | 5 | 1 | Student achievement will improve as a result of consistent parental involvement |
| 2 | Title I Annual Meeting | 1 | 54 | Increase student achievement |
| 3 | Fall Parent Training - combined with the High School | 1 | 78 | Empowered parents will positively impact student achievement |
| 4 | Spring Parent Training - combined with the High School | 1 | 54 | Empowered parents will positively impact 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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Title I Annual Faculty Meeting | 1 | 18 | Increase student achievement by increasing communication with parents |
| 2 | Subject Area Training | 10 | 18 | Increase student achievement by increasing content knowledge of Florida State Standards |
| 3 | Beginning Teacher Assistance Program | 8 | 1 | Increase student achievement by offering effective teaching |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Parent work schedules | flexible meeting times |
| 2 | language barriers | provide translators for meetings and trainings |
| 3 | child care demands | provide child care during parent trainings |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool 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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| **count** | **Content/Purpose** | **Description of the Activity** |