**OSCEOLA HIGH SCHOOL Title I, Part A Parental Involvement Plan**

I, Edward Jones, 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 school wide 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)].

**Date Signed**

**Signature of Principal or Designee**

**Mission Statement**

Parental Involvement Mission Statement (Optional)

**Response:** Osceola High School believes that positive parent/family involvement is a key component to reach the greatest student achievement possible and will encourage involvement in all school activities.

**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)].

**Response:** Osceola High School believes in involving parents in all aspects of its Title I programs. During the 2015-2016 school year, OHS parents will be invited to participate in ongoing District Title I PLC meetings and OHS monthly School Advisory Council (SAC)/Parent Involvement (PI) meetings. The OHS PI meetings will be held the first Monday of every month. OHS School Advisory Council (SAC) presently has the responsibilities for developing, implementing, and evaluating plans including the School Improvement Plan (SIP) and the OHS Parent Involvement Plan. More than 50% of the members of SAC are parent representatives and represent a balanced group who are representatives of the ethnic, racial, and economic community served by the school.

Parents are given the opportunity to develop, review, and have input into the plans prior to final drafts and approval. OHS will be using the previous year's survey. At the start of the meeting parents will be given an agenda. Parents will be encouraged to have input on how the PI funds will be allocated. Then parent input and requests will be documented at our monthly meetings in the minutes. The minutes will be reviewed and approved at the following meeting. Parents will be involved in the process of developing the School Improvement plan and the Parent Involvement Plan. A date will be set for the SIP and the PIP to be reviewed by members of the SIP/PI council. A subcommittee made up of parents and staff will be selected to meet and develop a rough draft of each plan that will be presented at the scheduled meeting. The plan will be reviewed and corrections considered and approved by the attending SAC/PI members. OHS will keep parents well advised of upcoming events and parent workshops. Parents may request additional support either directly through their student's teacher, principal, or guidance counselor. A parent may also request support during regular scheduled SAC/PI meetings and through surveys provided for parents at each PI meeting and training.

From the SAC Bylaws regarding the procedures for selecting new members:

1.07 Election and Term. Council members representing Teachers, Education Support Employees, students and parents shall be elected by their respective peer groups at the School in a fair and equitable manner as follows:

a) Teachers shall be elected by teachers.

b) Education Support Employees shall be elected by education support employees.

c) Students shall be elected by students; and

d) Parents shall be elected by parents.

Elections shall be held at least once a year. The principal shall be responsible for establishing nomination and election procedures and shall maintain a list of prospective persons interested in Council membership. Prospective persons may be elected to join SAC throughout the academic year by completing a SAC application, expressing their interest to become an official member in a SAC meeting, and then receiving a majority of votes from their respective peer group to add them as members in a following SAC meeting during the same academic year.

**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 Ill, Title IV, and Title VI [Section 1118(e)(4)].

**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 (school wide 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 | Develop Agenda, Presentation, PowerPoint & Handouts | OHS Title Coordinator & Administration | October 2015 | Copies of Agenda, Presentation, PowerPoint and Handouts |
| 2 | Develop and disseminate flyers for parents | OHS Title Coordinator | October 2015 | Flyer, email with date that teachers distributed |
| 3 | Advertise/publicize event | OHS Title Coordinator & Administration | October 2015 | Posting on website |
| 4 | Develop Sign-In Sheet for event | OHS Title Coordinator | October 2015 | Sign-In Sheet for meeting |
| 5 | Maintain documentation | OHS Title Coordinator | October 2015 | Title I documentation box housed in the OHS Title Coordinator’s Office will be shared with the LEA Title I office for monitoring purposes. |

**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:** At Osceola High School the administrative team and staff have a strong belief in the importance of parent involvement and feel that offering flexible times for parent meetings will increase the attendance. The OHS Annual Meeting for parents of participating children will be offered at two different times during October. One time during the school day and once in the early evening on a different day. In addition, the OHS Career Counselor will again offer parent training at various times to include morning and evening sessions. The OHS Title I Parent Liaison will maintain records of parent participation. The schedule will be modified as needed based on parents' participation and input during SAC/PI meetings.

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**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 [Section1118(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 Section1118 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 | Florida Standards: hard copy disseminated of material | OHS Guidance Counselors | Parents will be provided with grade specific brochures that outline and identify the Florida Standards and strategies they can use to help their student at home. Information will be also posted on the District Website | August - October | Notices in Newsletter, website posting |
| 2 | Assessments discussed during individual Student/Parent conferences | OHS Guidance Counselors & Classroom Teachers | Teacher and Counselors will conduct individual conferences to discuss individual students’ assessment results, expectations and goals for the school year | August - May | Conference Logs |
| 3 | Parent Training – College Information | OHS College & Career Specialist | Parents will gain knowledge of college readiness, scholarship information and availability of financial aid | October - March | Sign-in sheets, handouts, agenda, IRIS call out |
| 4 | Parent Training – Duel Enrollment and Advanced Placement, College Readiness | OHS Assistant Principal – Instructional | Parents will gain knowledge of dual enrollment & advanced placement | August - March | Sign-in sheets, handouts, agenda, IRIS call out |
| 5 | Parent Training – Assist students with Reading | OHS Literacy Coach | Parents will gain knowledge on assisting their student with Reading | August - April | Sign-in sheets, handouts, agenda, IRIS call out |
| 6 | Parent Training – Assist students with Language Arts | OHS Literacy Coach | Parents will gain knowledge on assisting their student with Lang Art | August - April | Sign-in sheets, handouts, agenda, IRIS call out |
| 7 | Parent Training – Assist students with Math | OHS Math Coach | Parents will gain knowledge on assisting their student with Math | August - April | Sign-in sheets, handouts, agenda, IRIS call out |
| 8 | Parent Training – Assist students with writing essays for scholarships | OHS Literacy Coach | Parents will gain knowledge on assisting their student with writing essays geared towards scholarships | September - May | Sign-in sheets, handouts, agenda, IRIS call out |
| 9 | Parent Training – Language Enrichment | OHS LRS | Parents will gain knowledge and a better understanding of the English language, thus they will be better able to help their students navigate through their course work. | September - May | Sign-in sheets, handouts, IRIS call out |
| 10 | Parent Training – College Financial Aid/Scholarship | OHS College and Career Specialist | Parents will gain knowledge of college financial aid and scholarships | September - March | Sign in sheets, handouts, IRIS call out |
| 11 | Parent Training – FOCUS | OHS LRS | Parents will be provided with training on how to access their students’ grades through FOCUS. FOCUS allows parents to see current grades, upcoming assignments and contact teachers | August – May | Sign-in sheets, handouts, IRIS call out |
| 12 | Parent Training – Test Information | OHS Literacy Coach | Parents will gain knowledge of all current test, study strategies to help their student, and how test scores apply to their student | September - March | Sign-in sheets, handouts, agenda, IRIS call out |
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| 13 | Parent Training - Resume Writing/Interview Skills | OHS Learning Resource Specialist | Parents will gain knowledge on assisting their student with resume writing and interviewing skills | September - March | Sign-in sheets, handouts, agenda, IRIS call out |
| 14 | Parent Training - Cyber Bullying/Technology Awareness | OHS Dean | Parents will gain knowledge of cyber bullying prevention and technology awareness | August - May | Sign-in sheets, handouts, agenda, IRIS call out |
| 15 | Parent Training - Curriculum Information | OHS Assistant Principal | Parents will gain knowledge of classes, clubs, programs offered at OHS | January - May | Sign-in sheets, handouts, IRIS call out |
| 16 | Parent Training - Assist students with Science | OHS Math/Science Coach | Parents will gain knowledge on assisting their students with Science | August - May | Sign-in sheets, handouts, agenda, IRIS call out |
| 17 | Parent Training - Grade Level Information | OHS Guidance Counselors | Parents will gain knowledge of grade specific test, curriculum, goals, and programs | August - May | Sign-in sheets, handouts, agenda, IRIS call out |

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 | Math Department In-service for Communicating and Working with Parents | OHS Math/Science Coach | Improve the ability of staff work effectively with parents | October | Sign-in sheets, handouts, agenda |
| 2 | Reading Department In-service for Communicating and Working with Parents to assist students at home | OHS Literacy Coach | Improve the ability of staff work effectively with parents | October | Sign-in sheets, handouts, agenda |
| 3 | New Teachers Orientation Communication and Working with Parents to assist students at home | OHS New Teacher Coordinator | Improve the ability of staff work effectively with parents | August - May | Sign-in sheets, handouts, agenda |
| 4 | Cultural Sensitivity | OHS Title I Administrator | Provide staff information on cultural diversity and improve the ability of staff work effectively with parents | November | Sign-in sheets, agenda, PowerPoint |
| 5 | 5 Levels of Parent Involvement | OHS Title I Administrator | Provide information about the 5 levels of parent involvement and parents' rights | September - December | Sign-in sheets, agenda, PowerPoint |
| 6 | Building ties between home and school | OHS Title I Administrator | Provide information about building ties between parents and the school, improve the ability of staff to work effectively with parents | September - December | Sign-in sheets, agenda, PowerPoint |

**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:** Expand the resources (including Math, Language Arts & Science) available in the Parent Resource Center. Parents will be able to put in a request for additional resources at every monthly SAC/PI Meeting and/or parent training on the evaluation sheet. The Title I Parent Liaison will be responsible for taking the parent requests and verify the resources are available to purchase, cost, quantity, and eligible vendor. Parent Liaison will give a follow up response at the next monthly SAC/PI meeting regarding additional resources added to the Parent Section in the Parent Resource room. The End of the Year parents' survey will be used to verify the effectiveness of the materials/resources purchased and the process used to select them.

**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 Parent meeting held in October, Osceola High School will hold a general meeting where information will be presented about the Title I programs, the curriculum, and academic assessments. Parents will be able to learn about the Title I program which is school wide, how to schedule parent-teacher conferences, and the opportunities available in decision making related to their student. Copies of the Parent Handbook will be made available, which includes more detailed information on these topics. At this time parents will be invited to view a classroom, and Literacy and Math/Science Coach will be available to answer additional questions regarding curriculum. Parents will be asked to complete an evaluation and asked to provide their comments to the principal regarding the progress of the Title I program at OHS. At this time parents will be invited to attend the monthly SAC/ PI meetings. The Title I Annual Parent meeting will be announced one week before the scheduled event in one or more of OHS communication methods, which includes but not limited to IRIS out dial, OHS newsletters, OHS website parent section, and event flyers. IRIS out dial will take place the evening prior to the meetings as a reminder. The OHS Parent Liaison will gather the meeting's agenda, sign in sheets, samples of the presentation materials and place them in the Title I documentation box.

**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 communication will be provided for parents in English and Spanish. Translators will be available at parent meetings and in school offices to provide translation services to ensure that parents are able to fully participate in parent meetings. The District LEA will ensure that an individual will be available to provide translation services for additional languages and materials as needed. The English Language Survey results will be used to determine the number and specific needs for translations into a language other than English. District LEA and OHS ELL Specialist will run a Language Survey report quarterly to determine any changes on fluctuations in student populations. American Sign Language translation services are also available at Osceola High School since OHS houses a DHH (Deaf/Hard of Hearing) program and parents may benefit from the services.

**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

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**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.

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| Count | Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement |
| 1 | Math/History/Science EOC Night | 2 | 28 | Student Achievement for EOC Course |
| 2 | Curriculum Night | 1 | 72+ | All Core Subjects |
| 3 | 2014-2015 Annual Title I Parent Meeting | 2 | 5 | All Core Subjects |
| 4 | College Athlete Night | 1 | 107 | Graduation Rate |
| 5 | Financial Aid Night (FAFSA) | 1 | 143 | Graduation Rate |
| 6 | Scholarship Night | 1 | 385 | Graduation Rate |
| 7 | Essay Writing for Scholarships | 4 | 40 | Student Achievement for FSA Writes |
| 8 | Writing for FSA | 1 | 6 | All Core Subjects |
| 9 | FSA Reading | 1 | 2 | All Core Subjects |
| 10 | Open House | 1 | 5,250+ | All Core Subjects |

**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

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| --- | --- | --- | --- | --- |
| Count | Content and Type of Activity | Number of Activities | Number of Participants | Anticipated Impact on Student Achievement |
| 1 | Math Department In-service for Communicating and Working with Parents | 3 | 63 | Improve the ability of staff to work effectively with parents |
| 2 | Reading Department In-service for Communicating and Working with Parents to assist students at home | 10 | 200 | Improve the ability of staff to work effectively with parents |
| 3 | New Teachers Orientation – Communication & Working with parents to assist students | 2 | 154 | Improve the ability of staff to work effectively with parents |

**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 current 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)(3)].

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| Count | Barrier (Including the Specific Subgroup) | Steps the School will Take to Overcome |
| 1 | Communication | Sending flyers, IRIS Outdial, information on the school website |
| 2 | Conflict in Parent Schedule | Offering trainings different times of the day and evening |
| 3 | Timely Manner | Send flyers home a week to a week & a half ahead of time, IRIS Outdials day before and day of |

**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)

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| --- | --- | --- |
| Count | Content/Purpose | Description of the Activity |
| 1 | Increasing Parent Participation | Increase number of parent/student training |