## HAINES CITY SENIOR HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Adam Lane , 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:** "District and Haines City High School-based Parent Involvement Programs in Polk County will strive to build RELATIONSHIPS to create REAL family engagement for EVERY child, EVERY family, EVERY teacher, EVERY day." |

**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:** A committee of school and parent members attended a District Parent Advisory Meeting on March 26, 2015, at Haines City High School from 9:00-11:30 A.M. Additionally, all parents were given an opportunity to attend a meeting on 5/29/2015 from 8:00-9:30 a.m. in the media center with the Reading Interventionist and the Title Family Involvement Para to discuss the contents of the Parent Involvement Plan, Summary, and Compact. Parents received an invitation via a Connect Ed call and a flyer that was sent home. Parents were invited to attend a meeting on June 5, 2015 from 1:00-2:00 p.m. in the Title I office to reflect on the revisions of the PIP, Summary, and Compact. Furthermore, teachers were invited to give input via e-mail on suggested revisions for the Parent Involvement Plan. Using all input received, a final document was created and approved by the School Advisory Council in September. Any decisions involving Parent Involvement funds will be made by the SAC. Meetings will be held throughout the year for any revisions to the Parental Involvement Plan based on the needs of the school. Title I will hold their Annual Meeting on October 1, 2015, offering information regarding Title I resources, curriculum and assessment information, opportunities for involvement in the SAC, and an overview of the Parental Involvement Plan and 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 | Nutrition Programs. | Students at Haines City HIgh School are provided with free breakfast and lunch as part of the USDA's Community Eligibility Program. |
| 2 | Violence Prevention Programs | Haines City High School provides violence and drug prevention programs in order to promote a safe school environment. Students and staff receive instruction to increase awareness and prevention of bullying as part of the district sponsored anti-bullying program. |
| 3 | Parent Centers | Parent Informational Resource Center-With Garner Elementary site closest to Haines City High School, parents have access to materials and resources for check-out. |
| 4 | PLUG/Parent Universities | Polk Parent Learing University-Provided through a collaborative partnership with community agencies/organizations and the district Title I Dept, parents have access to free courses, family events and activities that engage parents in innovative and meaningful partnerships for learning. |
| 5 | Career and Technical Education | Students at Haines City High School have the opportunity to participate in the following academies: Academy of Children's and Educational Studies, the Academy of Media Production, the Criminal Justice Academy, and the Environmental Agriculture and Technology Academy. These academies assist students in acquiring an understanding of the careers, provide hands-on training, and allow students to explore the wide range of career experiences related to these respective fields. |
| 6 | Job Training | N/A |
| 7 | Title X-Homeless | The Hearth program, funded through Title X, provides support for identified homeless students. Students with housing needs are referred to the Homeless Student Advocate. |
| 8 | Title III-Language Instruction for LEP | Title III p rovides supplemental resources for English Language Learners (ELL) and their teachers in Title I schools, as well as professional learning opportunities for the school staff. |
| 9 | Title II-Professional development/Recruitment | Title II funds available Haines City High School are used to fund professional development activities. In addition, School Technology Services provide technical support, technology training, and licenses for software programs. |
| 10 | Title I, Part D-Delinquent | Transition Facilitators assist with transition from Department of Juvenile Justice (DJJ) facilities back intoe their zoned school. The Transition Facilitators communicate with Guidance Counselors at schools to facilitate the transfer of records and appropriate placement. |
| 11 | Title I, Part C-Migrant | Migrant students enrolled at Haines City High School will be assisted by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on needs and migrant status. Migrant Home-School Liaisons identify and recruit migrant stuents and their families for MEP. They provide support to both students and parents in locating services ncessary to ensure the academic success of theswe students whose education has been interrupted by frequent moves. |
| 12 | Title I, Part A School-wide | The Title I funds provide school-wide services to Haines City High School. These funds provide supplemental instructional interventions for students with academic achievement needs, as well as professional development opportunities for teachers for instructional training to support school improvement goals. The funds provide various personnel that support the academic growth of our students. Furthermore, Title I, Part A funds provide funds to strenghten school/family relationships and increase the capacity of parents to help their child succeed in school. |

**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 | Schedule Annual Parent Meeting | Parent Involvement Para/Reading Interventionist | September, 2015 | School Calendar |
| 2 | Advertize and Publicize Event | Parent Involvement Para/Reading Interventionist | September, 2015 | HCHS marquee and website, Connect Ed announcement, Remind 101, Flyers |
| 3 | Contact Community Resources | Parent Involvement Para | September, 2015 | Responses from Agencies and Community Resources Verifying Participation |
| 4 | Develop Sign-In-Sheets, Agenda, Presentation, and Materials. Secure translators for the event. | Parent Involvement Para, Reading Interventionist, Parent Involvement Committee Members, Staff | September, 2015 | Parent/Family Sign-In; Sign-In Sheets to join SAC or to utilize Parent Portal; copies of Agenda, PowerPoint Presentation and handouts |
| 5 | Annual Parent Meetings-to include Parent Input and Evaluation | Reading Interventionist, Parent Involvement Para, and Parent Involvement Committee Members | October, 2015 | Attendance sign-in sheets and Parental Evaluations of Meeting; Committee Reflections |
| 6 | Maintain Documentation of Meeting | Parent Involvement Para and Reading Interventionist | October, 2015 | Title I Moodle eTASK Site |

**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:** Haines City High School will host its annual Title I meeting on October 1, 2015 at 5:30. Translators will be provided for the event. The information presented at the annual meeting will also be available on the school's web-site. At the September SAC meeting, it was decided that the times of SAC meetings would vary in order to increase community and parent involvement. Generally, the meeting will be held the third Thursday of each month. Activities to build capacity for parents will be held at various times. Translators will be provided at all meetings. If parents/guardians require any type of accommodation for an event sponsored by Haines City High School, accommodation requests must be made at least 72 hours in advance of the event. To arrange accommodations, contact Brenda De Leon, Haines City High School's Parental Involvement Paraprofessional at (863)421-3281, extension 237. |

**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 | Monthly Newsletter | Parent Involvement Para | to provide parents with up to date activites at school | Monthly | Responses to Survey |
| 2 | Understanding FL Standards/Online Resources | Parent Involvement Para/Selected Teachers | to help parents understand expectations of rigorous curriculum/online resources | October, 2015 | Attendee sign-in sheets; evaluations by parents in attendance. |
| 3 | ACT Resources/FAFSA/College and Career Transistion | Parent Involvement Para/Selected Counselors | Increase Grad Rate/Increase # of students applying for scholarships | November, 2015 | Attendee sign-in sheets; evaluations by parents in attendance. |
| 4 | Parent Appreciation Breakfast/Parental Involvement Resources | Parent Involvement Para | Increased Parental Involvement/Increased student achievement | November, 2015 | Attendee sign-in sheet, evaluations from parents in attendance. |
| 5 | Holidazed Math Night/Real World Algebraic Applications | Parent Involvement Para/Selected | Increased achievement in math as a result of utilizing resources provided | December, 2015 | Attee sign-in sheets, evaluations from parents in attendance. |
| 6 | Literacy Night/Utilizing Electronic Resources | Parent Involvement Para/Media Specialist | Increased Comprehension/Vocab | February, 2015 | Attendee sign-in sheets, evaluations from parents in attendance. |

**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 | Effective Parent Conferencing/Shared in PLCs | Reading Interventionist/Dept Heads | Improved Communication/Productive Conferences | November, 2015 | Teacher Reflection |
| 2 | Journal Article Discussion/PLCs | Reading Interventionist/Dept Heads | Increased Family Involvement Leads to increased student achievement | January, 2016 | Teacher Reflection |
| 3 | Working with Diverse Parents | Reading Interventionist/District | A greater understanding of the population being served, will result in increased student achievement | TBD | Teacher Reflection |

**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:** \*Activity- Parent Portal availability  \*Specific Steps- Computers available in front office for parents with no other computer access  \*Utilization of technology such as Remind 101  \*Schedule focused activities for smaller targeted groups based on need  \*Monthly Title I Newsletters-Brenda De Leon  \*Person Responsible- Melissa Green/Brenda De Leon   \*Timeline and Evaluation- 2015-2016 school year, usage log  \*Promoting District Learning Opportunities for Parents-i.e. P.L.U.G. and PIRC  \*Update Marquee/Web-site |

**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 Parent Involvement Plan (PIP), Summary, and Compact will be available at Haines City High School's front office in the Parent Involvement Notebook (PIN). All information will be uploaded to the HCHS website at www.hainescityhighschool.com. Parents will be kept informed up upcoming events and opportunities through the monthly Title I newsletter. Additionally, information about our school's Title I Program, PIP Plan, Summary, and Compact are also explained at our Annual Parent Meeting in October. Additionally, information about our Title I program will be provided through newsletters and through our HCHS website. Families are also encouraged to contact our Title I Office at 863-421-3281 (ext. 237) if they have any questions.   Parents and community members are encouraged and participate in the School Advisory Council (SAC) and Parent Involvement Team. |

**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:** Parents are invited join the School Advisory Committee and to be active participants in the development of the Parental Involvement Plan. Volunteers are always welcome on campus. We have a Title I para who is bilingual and is available for translations if needed. We will be utilizing Remind 101 to notify parents of upcoming events. Accommodations for students and parents with disabilities will be made upon request.    Haines City High School will provide full opportunities for participation in parent involvement activities for all parents (including parents of children with limited English proficiency, disabilities, and migrant children).     Haines City High School has on staff several bilingual teachers, paraprofessionals, and secretaries. With notification, we can provide a sign language translator. |

**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\melissa.green\Desktop\fileUploads\531791_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\melissa.green\Desktop\fileUploads\531791_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\melissa.green\Desktop\fileUploads\531791_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 | Title I Annual Meeting/Open House | 2 | 300 | Positive teacher/parent interaction. |
| 2 | Workforce Career Technical Education | 1 | 13 | Career Awareness |
| 3 | Parent Technology Night/Homework Tips | 1 | 14 | Improved Study Habits |
| 4 | Spooky Science Night | 1 | 81 | Understanding of Standards Through Fun Labs with Parents; test-taking strategies and key science vocabulary |
| 5 | History Night | 1 | 81 | Increased Understanding of History Standards/Available Resources |
| 6 | Literacy Workshoop | 1 | 7 | Increased utilization of data-bases |
| 7 | Annual Parent Involvement Breakfast/Conferencing Tips | 1 | 24 | Greater Communication between home and school |
| 8 | SAC/Parent Breakfast/Testing Info & Grad Requirements | 1 | 23 | Increased chances of graduating on-time |
| 9 | FAFSA Informational Night | 3 | 90 | Increased number of students college-bound as a result of more financial aide |
| 10 | A Parent's Guide to Internet Safety | 1 | 13 | Increased awareness of how to avoid online exploitation |

**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 | Understanding Diversity-Developing Positive Relationships with Students and Par | 1 | 31 | Increased academic achievement |
| 2 | Successful Parent Conferences | 1 | 131 | Improved Communication resulting in more effective conferences/greater 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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Transportation (economically disadvantaged) | Flexible times/Lynx Bus |
| 2 | Language (Limited English Proficiency) | Provide translations as needed/connect ed in in Spanish |

**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** |