

## **SOUTH HIALEAH ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan**

I, Denise Vigoa, 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)].

  
Signature of Principal or Designee

10/8/15  
Date Signed

### **Mission Statement**

#### **Parental Involvement Mission Statement (Optional)**

**Response:** South Hialeah Elementary believes that positive parent/family involvement is essential to student achievement and thus encourages such involvement in our schools' educational planning and operations. The Parent Involvement Plan (PIP) of South Hialeah Elementary seeks to strengthen the partnership among parents/guardians, staff, the school, and the community by providing opportunities for parents to be involved in decision making, becoming active members of the Parent Teacher Association (PTA), and the Educational Excellence School Advisory Council (EESAC). In addition, South Hialeah will provide parents with informative workshops that will assist the parent in supporting their child's academic success at school, strengthening partnerships between

school and home.

## 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:** South Hialeah Elementary will involve parents in the planning, reviewing, improvement, and implementing of effective Title I programs to improve student academic achievement and school performance as follows:

- Provide meetings through the Educational Excellence School Advisory Council (EESAC) to review student achievement data and assist in the development, implementation, and review of all required plans.
- The Community Involvement Specialist, along with administration, will provide train-the-trainer opportunities for Title I parents and school staff to enhance their abilities to present parental involvement information at faculty meetings and EESAC meetings to integrate parental involvement into in-service activities.
- Review State and local academic assessments with parents.
- Offer workshops on how to monitor their child's progress and work with educators to improve the achievement of their child.
- Workshops will include information on the New Florida Standards and student achievement expectations.
- Support the involvement of parents in the decision making process by involving them in EESAC and Parent-Teacher Association (PTA) meetings.
- Engage parents and students in activities to help their child academically.
- Provide information to parents on what skills their child needs to improve academically via Interims, report cards and teacher-parent conferences.
- Provide various methods of communicating with parents in dual languages such as monthly calendars, flyers, ConnectED, and email.

## 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	Title I, Part A	Services are provided at South Hialeah Elementary to ensure that students requiring additional remediation are assisted through extended learning opportunities before and after-school in reading and mathematics.
2	Title I, Part C-Migrant	South Hialeah Elementary provides services and support to migrant students and parents. Students are also provided extended learning opportunities before and after-school by the Title I, Migrant Education Program.

3	Title I, Part D	South Hialeah Elementary receives funds from the District to support the Educational Alternative Outreach program. Services are coordinated with District Drop-out Prevention programs.
4	Title II	Professional development modules will be provided to school to support the professional development needs of the staff related to parental involvement. The parent liaisons will be trained by LEA staff in methods to effectively use the modules. LEA staff will provide support and monitor the implementation to ensure that training is provided as required.
5	Title III	South Hialeah Elementary utilizes Title III funds to supplement and enhance the programs for English Language Learners (ELL) and immigrant students.
6	Title X- Homeless	South Hialeah Elementary offers the Homeless Assistance Program to ensure a successful educational experience for homeless children by collaborating with parents, schools, and the community.
7	Violence Prevention Programs	South Hialeah Elementary collaborates with PsychSolutions, Inc. and Institute for Child and Family Health, in providing quality mental health services to children and families in the community and the school.
8	Nutrition Program	South Hialeah Elementary adheres to and implements the nutrition requirements stated in the District Wellness Policy. Nutrition education, as per state statute, is taught through physical education and through curriculum implemented by classroom teachers. The School Food Service Program, school breakfast, school lunch, and after care snacks, follows the Healthy Food and Beverage Guidelines as adopted in the District's Wellness Policy.
9	Head Start	The Head Start program is located at South Hialeah Elementary. Joint activities, including professional development and transition processes are shared. South Hialeah fosters this program to develop a continuum of care, education and services to support the families and children of its surrounding community.
10	Individuals with Disabilities Education Act (IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.
11	South Hialeah Parent Literacy Lab	The South Hialeah Parent Literacy Lab allows parents and student's access to computer use and Internet access, five days a week.
12	Parent Outreach Center	Offers parents the opportunity to obtain resources such as Leapfrogs, books, useful websites, and supplemental materials to assist parents with helping their children at home.
13	Bilingual Outreach Program	Provides workshops to parents on various topics such as SAT-10, Florida Standards, Discipline, Citizenship, Computer Literacy, and how to help their children at home.
14	Parent Academy Program	Provides parents to opportunity for participate in various events and functions outside of school. In addition, parents are able to meet and discuss current topics as it relates to the school and their child's education.
15	Title I Workshops	Provide workshops for parents by the Community Involvement Specialist (CIS) on various topics in order to help parents become informed on up-to date topics and issues. Parents will be provided with grade specific brochures outlining and identifying the Florida Standards (FS) and strategies they can use to help their child at home.
16	Open House	Provide opportunity for parents to meet their child's teachers and gather pertinent information regarding their child's education.
17	Reading with the Stars	Provide opportunity for parents to engage in reading activities with their child after school hours.
18	Science Fair	Provide opportunities for parents to engage in science project walk-throughs and award assembly.
19	Award Assemblies per Grade-level	Offer parents the opportunity to participate in the award assemblies for his/her child.
20	Pre-k and Kindergarten Orientation	Offers parents the opportunity to obtain informational orientation on how to get their child ready for Pre-k and Kindergarten.

## 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	Develop Title I Annual Orientation Meeting K-2 Flyer	Community Involvement Specialist	9/1/15	Flyer with date of dissemination posting on school's website.
2	Develop Annual Orientation Meeting 3-5 Flyer	Community Involvement Specialist	8/31	Flyer with date of dissemination posting on school's website.
3	Develop agenda, handouts, power point presentation that addresses the required components	Community Involvement Specialist	8/31/15 & 9/1/15	Agenda, handouts and power point presentation
4	Develop sign-in sheets	Community Involvement Specialist	9/1/15	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:** South Hialeah Elementary offers a variety of flexible meetings such as the Educational Excellence School Advisory Council (EESAC) and Parent Teacher Association (PTA) meetings. The EESAC meetings are held monthly, at 8:00 A.M., in the Media Center. The PTA meetings are held on Wednesdays, four times a year, at 2:30 P.M., in the Media Center. The parents at South Hialeah Elementary work later in the day making early meeting feasible. In addition, our annual Title I meeting for parents is offered once a year in the evenings. Furthermore, the parent resource center is open from 7:30 A.M. to 4:00 P.M. Parents are able to check-out materials/resources and/or meet with the Community Involvement Specialist (CIS). The principal will work with the CIS to create a flexible schedule to ensure that the center is open at times convenient for parents. The CIS will maintain sign-in sheets of parent participation. The schedule may be modified as needed based on parents' participation.

## 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	Person	Anticipated Impact on	Timeline	Evidence of
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	of Activity	Responsible	Student Achievement		Effectiveness
1	Inform parents of State's academic standards; Distribution of material	Grade-level Chairperson for grades K-5	Provide information to parents on the content of standards.	Once a year	Parent Surveys/Sign-in Sheets/Agenda/Minutes
2	Provide "parental portal" so parents can access information on their child's progress, grades, attendance	Computer Specialist	Provide information to parents on the progress of their child.	On-going	Sign-in Sheets/Agendas
3	Discuss State and local assessments; Distribute hard copy documents related to Florida Standards	Grade-level Chairpersons for grades 1-5	Provide information to parents on the state assessments.	Yearly	Sign-in Sheets/Agendas
4	Monthly Parent Calendar	Administration	Increase communication with parents; provide updates to parents on school functions, parent notifications, etc. in multiple languages.	Monthly	Sample of Calendars
5	Florida Standards (FS)	Math Coach & Reading Coach	Parents will be provided with grade specific brochures outlining and identifying the Florida Standards and strategies they can use to help their child at home.	January & February	Sign-in Sheets
6	Assessments discussed during individual conferences	Classroom teachers	Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year.	On-going	Conference logs

## 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	Faculty meeting addressing the topic of communicating and working with Parents; Train-the-Trainer Grades K-2	CIS and Administration	Provide training modules for schools.	Once a year	Sign-in Sheets
2	Faculty meeting addressing the topic of communicating and working with Parents; Train-the-Trainer Grades 3-5	CIS and Administration	Provide training modules for schools.	Once a year	Sign-in Sheets
3	Faculty meeting discussing Parent Involvement Plan (PIP) for all faculty and staff members	CIS and Administration	Provide information and receive feedback on the PIP	Once a year	Sign-in sheets

4	Parent Involvement Plan (PIP) for all faculty and staff members	Administration	Provide information and receive feedback on the PIP	Once a year	Sign in sheets
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## 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:** South Hialeah Elementary offers other activities, such as the Parent Computer Literacy Lab. This lab offers parents and students the opportunity to work on computers with Internet usage to enhance student achievement. The lab is designed to meet the needs of the parents of Title I participants. It gives the parents an opportunity for a meaningful participation and active involvement in their child's education.

## 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 school-wide 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:** Parents are provided with communications in Spanish/English. Communication efforts being made at South Hialeah Elementary include; schedules of upcoming parent meetings, Title I Parent meetings, Florida Standards training for the community, EESAC monthly meetings, Science Family Night, Open House, annually, and Reading Under the Stars. Our Community Involvement Specialist (CIS) seeks the support and involvement of our community by providing educational resources for our students and families. Additionally, workshops are provided in all academic subjects to involve the parents in their child's academic success. The on-going communication with parents (in the student's home language) will occur between the home and the school through the use of student progress reports, report cards, letters, flyers, school monthly calendar, parent/teacher conferences, home visits, ConnectED messages, and telephone calls. The Parent Compact (Title I parent contract) for students in grades Kindergarten through five is utilized to identify the role of parents within the school and to encourage a connection between the teacher, school, and home.

## 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:** South Hialeah Elementary will provide opportunities for participation in

parental involvement activities for all parents. The Parent Involvement Plan (PIP) will be summarized into a brochure that will be printed in English and Spanish. The brochure will outline the major components of the policy and will provide a hard copy for the parents upon request. In addition, hard copies will be available in the main office and the parent resource room. The complete PIP will be posted on the South Hialeah Elementary website, <http://she.dadeschools.net/SHE/Welcome.html>. In addition, written communication will be provided for all parents (including parents with limited English proficiency, disabilities, and migratory children) in English and Spanish. The CIS serves as a translator at all parent meetings and provides translation services to ensure that parents are able to fully participate in parent meetings and teacher conferences.

## 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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	Provide literacy training for parents to keep them up-to date with current events regarding their child's education.	CIS and Grade-level Chairpersons K-5	Provide information for parents in order for them to help with their child's academic achievement.	Quarterly
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Provide training sessions with parents on the EESAC to assist them in becoming effective parent leaders.	EESAC Chairperson	Improve the ability of parents to participate in decision making activities.	Yearly
3	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Using Connect-Ed, Flyers and Marque to keep parents informed of upcoming school activities including times and dates.	CIS and Grade Level Chairperson	Improve parent ability to participate in school related meetings, workshops and activities.	Quarterly
4	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Provide training for parents on the importance and how to of being involved in their child's school and education.	CIS and Grade Level Chairperson	improve parent ability to participate in school related meetings, workshops and activities.	Yearly

## 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

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## **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

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## 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	Inform parents of State's academic standards; Distribution of material	2	705	Provide information to parents on the content of standards.
2	Provide "parental portal" so parents can access information on their child's progress, grades, atten	2	350	Provide information to parents on the progress of their child.
3	Discuss State and local assessments; Distribute hard copy documents related to Standards	1	1074	Provide information to parents on the state assessments.
4	Monthly Parent Calendar	9	1074	Increase communication with parents; provide updates to parents on school functions, parent notifications, etc. in multiple languages.
5	Assessments discussed during individual conferences	5	250	Teachers will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year.

### 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	Faculty meeting addressing the topic of communicating and working with Parents; Train-the-Trainer Gr	1	58	Provide training modules for schools.
2	Faculty meeting addressing the topic of communicating and working with Parents; Train-the-Trainer Gr	1	60	Provide training modules for schools.
3	Brochure was distributed to teachers on the value of parental involvement	1	80	Improve the ability of staff to work effectively with parents.
4	Implementation and coordination of parental involvement program; Train the trainer	1	58	Improve the ability of staff to work effectively with parents.
5	Faculty meeting discussing Parent Involvement plan (PIP) for all faculty and staff members	1	70	Provide information and receive feedback on the PIP

## 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	Effective communication	Train teachers on how to conduct positive parent conferences

## 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)

count	Content/Purpose	Description of the Activity
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