## SUMMERVILLE ADVANTAGE ACADEMY Title I, Part A Parental Involvement Plan

I, Victoria Ramos , 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:** Summerville Advantage Academy believes in involving parents in all aspects of its Title I programs. The SAC has the responsibility for developing, implementing, and evaluating the various school level plans, including the SIP and PIP. More than 50 percent of the members of the SAC are parent (non-employee) representatives. Additionally, all parents are given the opportunity to review the plan and offer their input prior to approval. For the PIP, all parents were given surveys at the end of the school year seeking their input on activities, training, and materials they needed to help their child. Results of parent surveys are reviewed by the SAC to determine necessary changes. During the SAC meeting, when the PIP and/or SIP are developed, the committee will make a decision, along with the input from parents, how the parental involvement funds will be used. |

**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 | FSA Parent Night Gr. 3 | Supervised by administration to ensure parents are well-informed of expectations and resources available. |
| 2 | FSA Parent Night Gr. 4 | Supervised by administration to ensure parents are well-informed of expectations and resources available. |
| 3 | FSA Parent Night Gr. 5 | Supervised by administration to ensure parents are well-informed of expectations and resources available. |
| 4 | SAT Parent Night 1 | Supervised by administration to ensure parents are well-informed of expectations and resources available. |
| 5 | SAT Parent Night 2 | Supervised by administration to ensure parents are well-informed of expectations and resources available. |

**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 | Develop agenda, handouts, and/or presentation materials that address the required documents. | Assistant Principal | September | Copies of agendas, PowerPoint presentations, and handouts. |
| 2 | Develop and disseminate invitations. | Parent Liaison | September | Flyer with date of dissemination posting on school website. |
| 3 | Advertise/publicize event | Parent Liaison | September | Posting on school website announcement |
| 4 | Develop Sign-in Sheets | Assistant Principal | September | Sign-in Sheets for Meeting and Individual Classrooms |
| 5 | Maintain Documentation | Assistant Principal and Principal | September | Title I documentation housed in Assistant Principal’s office. Documentation will be shared with the District Title 1 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)].

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| **Response:** The leadership and staff of Summerville Advantage Academy have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule. Our meetings for parents of participating children will be offered at various times of the day. The school will schedule parent meetings as early as 7:45am and as late as 7:00pm. Schedules will be modified as needed based on parental 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Assessments discussed during individual conferences. | Classroom Teachers | Teachers will conduct individual conferences to discuss each child’s assessment results, expectations, and goals for the year. | October-November | Conference Logs |
| 2 | Open House Activity | Principal | Content sessions will be provided for parents. Information will include grade level proficiency and strategies parents can use at home and assessment methods. | September | Sign-in sheets, handouts, agendas, and presentation materials. |
| 3 | Initiate Conferences regarding Technology and access to the Parent Portal | Parent Liaisons/Assistant Principal | Parent Liaisons will provide individual help to parents in how to log-in and access the portal. | October and continue as needed. | Sign-in sheets, handouts, agendas, and presentation materials. |

**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 | Value of Parental Involvement: A monthly newsletter will be available online that includes information on the value of parental involvement. Distribution of Materials | Assistant Principal and Parent Liaison. | Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement. | Monthly | Sign-in sheets, handouts, agendas, and presentation materials. |
| 2 | Building Ties Between Home and School. Train the Trainer | Director of Parent and Community Outreach with parent liaisons and school leaders | Improve the ability to work with parents. | November | Sign-in sheets, handouts, agendas, and presentation materials. |
| 3 | Cultural Sensitivity. Train the Trainer | Director of Parent and Community Outreach with parent liaisons and school leaders | Provide information to staff on the various cultures represented in the school to increase awareness of the various cultures of the students enrolled. | November | Sign-in sheets, handouts, agendas, and presentation materials. |

**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:** Summerville Advantage Academy aims to create a family-friendly school. The people responsible for this are the Principal and Assistant Principal who aim to conduct yearly evaluations, collect activity logs, and record staff development logs as needed. Summerville also has a parent corner for parents to receive the most updated information pertaining to their child. The parent corner also makes forms (documents) of all kinds readily accessible as well. We also hold Parent Information Nights where teachers are able to teach parents strategies that they can use at home to better support their children. Additionally, parents have access to technology here at school. |

**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:** At the annual Open House in September, Summerville Advantage Academy held a general meeting where information was presented about the Title I program, the curriculum, and academic assessments. Parents learned about the school-wide program, how to schedule parent-teacher conferences, and opportunities for participation in decisions related to the education of their child. Parents were given a copy of the parent handbook online, which includes more detailed information on these topics and they will be provided with a copy of the Parent Involvement Plan (PIP). Upon conclusion of the general meeting, parents were invited to visit their child's classrooms and meet staff. During the classroom visits, teachers provided additional information on the subjects they teach, assessment plans, and how parents can help at home. Information will be made available on the school website and teachers will maintain sign-in sheets and provide a copy to the assistant principal who will also maintain documentation on the dissemination of the information, distribution methods, and timelines. |

**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:** Part of our commitment at Summerville Advantage Academy includes providing full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children through ensuring that all school correspondence and communication are in both English and Spanish, as well as by providing translation services as needed and assistance upon request for those parents with disabilities. In addition, the school will host parent meetings on an variety of subjects. The school will disseminate information through various sources such as parent letters, flyers, posting on the school's Webpage, progress report and report cards, informational letters that go along with instructional software and how to implement it at home, FAIR reports, FCAT/FSA results, and data interpretations provided by the State's Department of Education, and last but not least, parents and teachers meet to speak to discuss their child's academic progress so that the student's strengths and weaknesses can be addressed. Teachers will conference with students who have progress monitoring plans and contact parents regarding strategies either in person or over the phone or by e-mail. Parents will be encouraged to discuss their child's performance with the teacher any time during the school year. Resources and additional information will be found at our school's Parent Corner. |

**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:///\\SAA-FS01\Profiles$\vramos\Downloads\fileUploads\130072_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:///\\SAA-FS01\Profiles$\vramos\Downloads\fileUploads\130072_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:///\\SAA-FS01\Profiles$\vramos\Downloads\fileUploads\130072_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 | Grade Level Meetings with Parents in which they were able to chart their child's academic progress. | 4 | 249 | Improved Grades and Higher Reading Levels |
| 2 | Annual Title I Meeting | 1 | 307 | Improved grades and scores |

**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 | Communication - Professional Development | 12 | 40 | Improved grades and scores |

**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 | Work Schedules made it hard for Parents to come to School Events and Meetings | Allow for meetings and events to happen before/during/after the school day. |

**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** |