Review and Discuss – 9-15-2015

SUNCOAST SCHOOL FOR INNOVATIVE STUDIES Title I, Part A Parental Involvement Plan

I, , 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)].

Signature

of Principal or Designee

Date

Signed

# Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The overall mission statement reads: Suncoast School for Innovative Studies strives to celebrate and recognize each individual child so that all students will achieve their full intellectual and social potential. Family commitment to the learning process, as well as the use of multi­groupings and multi­modality teaching, will help develop in each child a love of learning, the ability to engage in critical thinking and a mastery of comprehensive academics. Families and the larger community will be partners in the achievement of the students.

Specifically, parents are considered partners in this educational process and every effort will be made to ellicit their interest and support in helping their child become all that they can be.

# 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: The School Advisory Council (SAC) is the school committee responsible for developing, implementing, and evaluating school programs. The committee is composed of mostly nonemployees, including parents and/or relatives, with diverse backgrounds. The meetings are open to all staff members, family members, and/or relatives. While parents have not formally done a needs survey, we have gained input from them in a variety of ways, including conferences, teacher feedback, parent meetings and written communication. The SAC committee decides the most efficient use of funds to support programs that will enahnce the academics of all students at SSIS. During our parent orientations and formal Title I meetings, parents were given a copy of the Title I brochure.

# 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 | I­Ready Program | Correlates with the Florida State Assessments and FSA. |
| 2 | LEARN/FAIRInformational | Parent information night to explain the programs and test results which are taken three times a year as a beginning of the year assessment, mid­year assessment, and an end of the year assessment. |
| 3 | Science Fair | How parents can help guide the projects. |
| 4 | FSA Practice | Part of the SSIS sessions as well as FSS nights where parents are shown how to access practice activities for Math and Science. We will also be providing after school tutorials and homework assistance three times a week. |

# 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 | Plan Welcome to Title 1, VPK­2 Grade | Stephen Evans/Alicia Melendy | August 18, 2015 | Parent Night Set Up |
| 2 | Develop invitations | Stephen Evans/Alicia Melendy | September­October 2015 | Website, flyer print out, |
|  |  |  |  |  |
| 3 | Advertise//Website | Office Managers | September 15, 2015 | Website |
| 4 | Develop Sign in Sheet | Maryanne Jablonski | September­October 2015 | Sign in sheet ready |
| 5 | Maintain Documentation | Maryanne Jablonski | October 2015 | Title I documentation (Audit Box) |
| 6 | Title I Annual ParentMeeting/Elementary Campus | Carolyn Major­Harper | September 16, 2015 | Sign in sheet ready |
| 7 | Advertise/Monthly Parent Update | Office Managers | September 15, 2015 | Updates sent home |
| 8 | Advertise/Parent Call Outs | Office Managers | September 15, 2015 | Phone Messages |
| 9 | Plan Welcome to Title I, Third through Fifth Grades | Stephen Evans/Alicia Melendy | August 19, 2015 | Parent Night Set Up |
| 10 | Plan Welcome to Title 1, Sixth through Eighth Grades | Stephen Evans/Alicia Melendy | August 20, 2015 | Parent Night Set Up |
| 11 | Title I Annual Parent Meeting/Middle School Campus | Carolyn Major/Harper | September 17, 2015 | Sign in sheet ready |
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# 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: As part of our on going program, the building level Title I coordinator(s) and teachers will meet with parents to initially discuss our goals for each student and to give periodic updates on the progress being made. These meetings can occur at the convenience of parents and parents will also be given suggestions as to how they can help support their student. Newly implemented in 2014­2015 via Gradebook, parents have ongoing, real time, student performance information.

# 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 | Reading Practice for Parents to use | All Teachers | FSA available to practice reading skills SIP Goals | Throughout school year | Reading logs and FSS reports |
| 2 | ParentConferences | All Teachers | Share FAIR/LEARN data | Throughout school year | Conference records, Parent Survey, Improved scores |
|  |  |  |  |  |  |
| 3 | Family Fun Events | Staff of SSIS | Include parents in school activies | Throughout school year | Sign in sheets, Parent Survey Pictures of participants |
| 4 | Science Fair | Linda Kneeland/Alicia Christian | Explore science in depth SIP goals | Spring 2016 | Pictures of exhibits, Student reports |
| 5 | Parent Resource Center | Title I Staff | Resources/Books/Computer Access | Throughout school year | Sign in sheets, Parent surveys |

# 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 StudentAchievement | Timeline | Evidence of Effectiveness |
| 1 | Module 1 ­ Importance of Parent Involvement | Building Level Title ICoordinator/Executive Director | Working with Parents | FacultyMeetingNov. 2015 | Power Point completed ­ Sign in sheets, |
| 2 | Module 2 ­ Communication and Workig With Parents | Building Level Title ICoordinator/Executive Director | How to reach out and communicate with parents | FacultyMeetingDec. 2015 | Power Point Completed ­ Signin Sheet |
| 3 | Module 3 Inplementation ndCoordination of Parental Involvement Programs | Building Level Title ICoordinator/Executive Director | How to implement parental programs | FacultyMeetingJan. 2016 | Power PointCompleted ­ Sign In Sheet |
| 4 | Module 4 Building Ties Between Home and School | Building Level Title ICoordinator/Executive Director | How to build ties between parents andthe school | FacultyMeetingJan. 2016 | Power PointCompleted ­ Sign In Sheet |
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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: During the School year:

1. The Parent Resource Center at the elementary campus is up and running. We have accomplished our goal of having a Resource Center at the middle school and both centers house Title I information.
2. During regular monthly parent meetings, parents will be encouraged to share ideas that they have found to be successful in working with their students. As a special note, our Title I monthly meetings are held in conjunction with our board meetings to gain more parent involvement.
3. In conferences, the teachers will share information about the student's unique learning styles and show parents how they can use this to motivate and reach their students. We will also continue to share web­based learning materials that can help their children in both math and reading.
4. The PALs volunteer program has been established and parents are encouraged to volunteer. Training is provided by our PALs representative.
5. Parent Empowerment Workshops will work on improving family involvement as well as provide community resources to the parents. These workshops will be posted on our website.

# 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 Open House, the Title I program will be explained so parents will understand how their student will benefit from participation. The assessment and monitoring process will be explained which will reflect FAIR, LEARN and AIR information as well as additional assessments that were deemed necessary (ie, PPVT, MI). Parents will be given the opportunity to participate in the decision making process for their student. The District's brochure will be available to parents, if needed, at all meetings. The Parent­Staff­Student Contract as well as the "Parents­Right­to­Know" will be explained. As the year progresses, conferences and other timely contacts will enable parents to stay current with the progress of their student and how they can support this process. They will also have an opportunity to share additional infomation with the school. A sign in sheet and other forms of documentation of these contacts will be maintained. In addition, information will be updated and included on the website and in the monthly newsletters that will be prepared by students.

# 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: All efforts are being made to provide information to all parents including those with Limited English Proficiency. Flyers of all events will be translated so parents will understand what will be happening. Our bilingual specialists, on both campuses, will be available to translate for parent(s) as well. Parents are encouraged to volunteer. A survey of parents eliciting areas of need will be circulated in order to establish need as well as supply. The volunteer coordinator will facilitate this process. Teachers will use data and suggestion letters from FAIR to give suggestions of strategies that parents can use at home to help their student. The Title I Coordinator will also have contact with the parents and offer information as well as suggestions on what parents can do to help their student(s).

# 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:

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| count | Activity | Description ofImplementationStrategy | Person Responsible | AnticipatedImpact onStudentAchievement | Timeline |
| 1 | Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and | Understanding and Using Technology | ElementarySchoolCounselor | Increase parent knowledge regarding technology | October 1, 2015 |
| 2 | 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 | A Parent'sGuide toBuilding SuperStudents | Elementary SchoolCounselor | Increase parent/student communication | November 3, 2015 |
| 3 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Co­Parenting | ElementarySchoolCounselor | Learn how to collaboratively with each other | December 9, 2015 |
| 4 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting inhome 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)]; | UnpluggingPower Struggles | ElementarySchool/MiddleSchoolCounselors | Learn how to diffuse situations | February 3, 2016 |
| 5 | Developing appropriate roles for community­based organizations and businesses, including faithbased organizations, in parental involvement activities [Section 1118(e)(13)]. | StressManagement | ElementarySchool/MiddleSchoolCounselors | Learn strategies to better handle stress | March 3,2016 andApril 4,2016 |

# Upload Evidence of Input from Parents

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

# Upload Parent­School Compact

Note: As a component of the school­level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent­school 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 Parent­School Compact.

Uploaded Document

# Upload Evidence of Parent Involvement in Development of Parent­School Compact

Note: As a component of the school­level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent­school 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)(1­2)]. Include participation data on the Title I annual meeting.

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| count | Content and Type of Activity | Number ofActivities | Number ofParticipants | Anticipated Impact on Student Achievement |
| 1 | Reading Practice for Parents to use | 3 | 75 | FCAT Explorer available to practice reading skills SIP Goals |
| 2 | Parent Conferences | 3 | 100 | Share FAIR/FOCUS data |
| 3 | Family Fun Events | 12 | 350 | Include parents in school activies |
| 4 | Science Fair | 1 | 150 | Explore science in depth SIP goals |
| 5 | Parent Resource Center | 1 | 100 | Resources/Books/Computer Access |

# 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 ofActivities | Number ofParticipants | Anticipated Impact on Student Achievement |
| 1 | Module 1 ­ Importance of Parent Involvement | 1 | 50 | Working with Parents |
| 2 | Module 2 ­ Communication and Workig With Parents | 1 | 50 | How to reach out and communicate with parents |
| 3 | Module 3 Inplementation and Coordination of Parental Involvement Programs | 1 | 50 | How to implement parental programs |

# 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)(E)].

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| --- | --- | --- |
| count | Barrier (Including the Specific Subgroup) | Steps the School will Take to Overcome |
| 1 | Language | Provide translators at both campuses |
| 2 | Work Schedule | Hold meetings when the majority is able to attend |
| 3 | Input/Communication | Continue surveys to locate issues |

# 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 |
| 1 | Effective Communication | Parent Meetings on FAIR/LEARN |
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| --- | --- | --- |
| 2 | Effective Communication | Parent feedback based on student academic performance |
| 3 | Evaluation/Review | More parent input into reports |
| 4 | Parent Assistance | Seasonal Food Projects and Backpack Program |
| 5 | Effective Communication | More information on school website and Facebook |
| 6 | Effective Communication | After school tutoring/Homework Help |
| 7 | Parent Assistance | Uniform Exchange |
| 8 | Parent Empowerment Workshops | Positive Family Development |
| 9 | Evaluation/Review | i­Ready Student Accessible Program |