## OKALOOSA ACADEMY Title I, Part A Parental Involvement Plan

I, Stephanie Glover or Christol Jarrett , 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:**     The mission of Okaloosa Academy Charter School is to create a quality learning environment in which students, staff, and community members cooperatively build sound life preparation skills for all students. This cooperative effort provides students with knowledge, skills, attitudes, and behaviors to become productive, employable citizens. |

**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:** Okaloosa Academy Charter School will conduct open houses three times annually to provide parents the opportunity to discuss academic and/or behavioral needs of students. We will offer monthly workshops or informational meetings throughout the school year to provide parents the opportunity to be involved in their students performance and educational needs. Parents will be invited by letters that are sent home with students, by mail, website and blackboard connect phone messages. Parents will be provided time during each meeting to give suggestions through use of surveys and additional comment forms. We will also offer a question and answer time for them to receive better understanding. We will document these meetings with invitations, agendas, parent/staff sign-in's and with the comment forms that are turned in. |

**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 | Open House | August 13, 2015 from 9:00am-10:30 am - Open House and School Information for Elementary |
| 2 | Annual Title 1 Parent Information Meeting | September 10, 2015 from 5-6 pm at Okaloosa Academy Charter School |
| 3 | Reading at Home | October 30, 2015 -9-10:00 AM- Parent Literacy training - How to be a Successful Reader at Home |
| 4 | Being College Ready | November 6, 2015 from 8-9AM - How to Ensure your senior is college ready - credits to include online requirement, tests (FCAT Reading and EOC, ACT -reading, math and writing, SAT) |
| 5 | Connecting with the Arts | December 10, 2015 from 6-7 PM Caroling, coloring and cookies - How the arts are affecting you child |
| 6 | Creative Writing | January 7, 2016 11:30-12:30 Parent Training - How to Promote Creative Writing at Home |
| 7 | Reading | February 5, 2016 - Focus on the Family - Snuggle Up and Read - 6-7:30pm |
| 8 | Math Training | March 14, 2016 from 12-1 pm Parents and PI - Parent Math training - Taking Math and Applying it to the Real World |
| 9 | Reading Details | April 8, 2016 2-3:30pm Parent training Fooling around with Details - How to find the details in what you are reading |
| 10 | Open House | August 13, 2015 from 6-7:30 PM - Open House and School Information for Middle School |
| 11 | Open House | August 14, 2015 from 6-7:30 PM - Open House and School Information for High School |
| 12 | Class walk throughs | November 20, 2015 10:30-12:10 - Thanksgiving Luncheon and class walk-throughs |
| 13 | Elementary and MS Open House | January 21, 2016 5-6 PM Elementary report card Night 6-7PM MS report cards |
| 14 | High School Open House | January 22, 2016 HS Open House |
| 15 | Parent Involvement | May 6, 2015 Elementary Mother's Day Brunch |
| 16 | Student Recognition | May 25, 2016 8th Grade Breakfast and award Ceremony |
| 17 | Student recognition | 8th grade Promotion Ceremony May 26, 2016 6-7 PM |
| 18 | Student recognition | 5th Grade Promotion Ceremony May 27, 2016 9-10 AM |
| 19 | Student recognition | High School Graduation May 27, 2016 6-7:30 PM |
| 20 | Open House | Report Card Night and Open House October 22, 2015 at 5 p.m. |
| 21 | Family Involvement | Grandparent Recognition Program and Luncheon at 10:30-11:30 |
| 22 | Family Involvement | Fall Festival October 30th at 2-5 p.m. |
| 23 | Family Involvement | November 19, 2015 at 9-11 a.m. Elementary Thanksgiving Program and Luncheon |
| 24 | Family Involvemnet | March 31 fro m 5-7 p.m. Open House and Report Card Night |

**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 | Letters will be sent out notifying parents of upcoming informational meeting | Office managers | Monday Septeember 7, 2015 | Parents will be asked how they heard about the meeting |
| 2 | Website will be updated with date and time of meeting | Allison Schnell | Monday September 7, 2015 | Parents will be asked how they heard about the meeting |
| 3 | An agenda will be made for this meeting | administrators | Monday September 7, 2015 | Parent Survey |
| 4 | We will make a powerpoint to cover all topics in agenda | administrators | Monday September 7, 2015 | Parent survey |
| 5 | Copies of agenda and powerpoint will be made for parent participants | administators | Monday September 7, 2015 | Parent Survey |
| 6 | A Parent survey will be created to assess effectiveness of meeting. | administrators | Monday September 7, 2015 | Parent Survey |
| 7 | An additional comment form will be created to allow parents to give more input into Title 1 needs | administrators | Monday September 7, 2015 | Parent Survey |
| 8 | the physical spaces of the meida center and cafeteria will be arranged and set up for the meetings. | adminstrators | Thursday September 10, 2015 | Parent Survey |
| 9 | Annual Parent Informational Meeting | Christol Jarrett and Stephanie Glover | Thursday September 10, 2015 | Parent sign-in |
| 10 | Parents will be asked to complete survey and comment form. | Parents | Thursday September 10, 2015 | Forms filled out |

**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:** Okaloosa Academy Charter School will offer meetings every month for parental involvement, information, and/or training. The dates and activities are planned as follows:  August 13-14, 2015 - Open House from 9-10 Am, and 6:00-7:30pm  September 10, 2015 - Annual Parent Information Evening from 5:00-6:00pm  October 30, 2015 - Literacy training - "How to Be a Successful Reader at Home" from 9:00-10:00AM  November 6, 2014 - Parent Training -"How to ensure your child is college ready - preparing for FCAT and ACT" from 8:00-9:00am  November 20, 2015 - Thanksgiving lunch and walk-through's 10:3  0-12:10  December 6, 2015 - "Caroling, Coloring and Cookies; Connecting with the Arts" from 6:00-7:00pm  January 7, 2016 - Parent Training - "How to promote creative writing at home" from 11:30am -12:30pm  January 21-22, 2016 Winter open house and report card night - 5-6 (elementary) 6-7 (MS) 22nd 5-6 HS  February 5, 2016 - "Focus on the Family - Snuggle up and Read" from 6:00-7:30pm  March 14, 2016 - "Parents and PI - Taking Math and applying it to the real world" from 12:00-1:00pm  April 8, 2016 - Parent Training "Fooling Around with Details - Finding the details in what you read" from 2:00-3:30pm with data chats following training  May 6, 2016 - Elementary Mothers Day Brunch   May 26, 2016 8th Grade Promotion - 6-7:00 PM  May 27, 2016 - 5th Grade promotion - 9-10Am  May 27, 2016 - HS graduation 6-7:30PM |

**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 | Data Chats | Guidance | Make Parents knowledgeable of DEA results | yearly | Increased DEA Results |
| 2 | Parent Trainings | Teaching Staff | higher credit achievement and increase in FCAT Reading and Math scores | yearly | Increased FCAT Scores |
| 3 | Community Mentors | Deans | Increased accountability | yearly | Positive impact on grades |
| 4 | PATHS - Parents and teachers helping students | Parents/Teachers | Academic success | yearly | Increased parent participation/attendance |
| 5 | Newsletters | Office Managers | parent involvement | quarterly | Increased parental involvement |
| 6 | School Website | Allison Schnell | Parents made knowledgeable of resources | as needed | Increased use of parental resources |
| 7 | Annual Title I meeting | Administrators | Increased Parental Involvement | Yearly | Increased Parent Participation |
| 8 | Parent Resource Center | Instructional Staff | Increased Parental Awareness of resources | As Needed | Increased used of center |
| 9 | Report Card Nights | Instructional Staff | Increase Parent awareness of student's achievement | quarterly | Positive communication with parents and direct increase of student's grades. |

**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 | How to be an effective leader - PDA | Administrator | Teacher becoming better leader for students in classroom | yearly | decrease absenteeism |
| 2 | Understanding Poverty by Ruby Payne | Administrator | teachers will relate better to impoverished students | yearly | decreased negative behaviors in classroom |
| 3 | Volunteer Training | Administrators | teachers will become knowlegeable trainers for parents | yearly | increased academic success |
| 4 | Compact training | All staff | Teachers will become actively involved indevelopment of compact | yearly | Production of compact |
| 5 | Parent/Teacher Communication log training | All Staff | Teachers will be more involved with parents | on-going | Increased communication with parents |
| 6 | Diversity Training | PD Representative | Staff will be more equipped to communicate in an effective manner. | yearly | Increase positive communication skills. |
| 7 | CPI training | PD Representative | Staff will learn how to correctly address a volatile situation in a positive manner. | yearly | Decrease in a volatile situation. |

**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:** A parent resource room will be set up in our media center and our mentor program will assist parents by be a community liaison. We will host 2 open houses, parent trainings, and a student award banquet. As funds are available we will purchase parenting books, magazines, and other informative materials regarding responsible parenting. We will give parents the opportunity to access in our parent resource center and also checkout for review. Through our school website and our partnership Sodexo we will provide assistance in nutritional meal planning. |

**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 Title 1 Parents Right to know letter has gone to all parents in their home language as well as in English. We will provide parents with a calendar of events related to Title 1 that will occur throughout the year and we will post them on our website. We provide academics according to the Florida Pupil Progression Plan, with intensive instruction in the areas of reading and math. Reading is provided in 100 minute, uninterrupted blocks. We also offer credit recovery through our computer based learning program, for those students who have fallen behind academically in grades 4-12. In our Intensive reading classes we also utilize the program Achieve 3000 to assist in improving student lexile scores. We use the Discovery education assessment in the areas of reading, middle school math, middle school science, middle school civics, Algebra, Geometry ,Biology, and US History. We also use the FCAT 2.0 Reading and EOC's in the areas of Algebra, Biology, Civics, Geometry and US History. Our students are expected to reach level three or better for proficiency and graduation requirements or make 1 year of academic growth. Opportunities for parents are given through workshops and informational meetings monthly throughout the school year.  In the area of math our teachers use the Moby Math to assist in remediation as well as Edgenuity.   We will use planners to address academic and behavioral needs of our students. A drop-box will added to our parent resource center and front office for questions, concerns and additional comments. These will be addressed at our PATHS meetings quarterly. |

**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:** We will be able to provide all activities in multiple languages and different times of the day and year to accommodate all parents. Our meetings will be held throughout our campus which is completely wheelchair/handicapped accessible. Parents will be informed of meetings through blackboard connect in their home language, which gives a successful call log. Interpreters will be made available at each meeting/training. Parent surveys will be used in meetings to check understanding and for additional comments. |

**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 of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | 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)]; | Multiple parent trainings will be scheduled throughout school year in all academic areas | Instructional staff | Increase in FCAt scores | yearly |
| 2 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | a mentor program will be implemented | Deans | Increased attendance and academic success | yearly |

**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\sglover\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\OA2MBB1Q\fileUploads\469800_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\sglover\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\OA2MBB1Q\fileUploads\469800_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\sglover\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\OA2MBB1Q\fileUploads\469800_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 | Data Chats | 4 | 25 | Increase student achievement and graduation rate |
| 2 | Parent Training | 5 | 15 | Train parents to become more active particiapnts in their child's education |
| 3 | Community Mentors | 12 | 10 | Increase student accountability and success |

**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 | Effective Communication Skills | 9 | 25 | Be able to effectively communicate with parents and stakeholders |
| 2 | Parent/teacher Communication Log Training | 1 | 25 | Teachers will be more involved with the overall student |
| 3 | Compact Training | 1 | 25 | Teachers/parent will be more involved with the meaning of the compact and the development of the compact to ensure success |
| 4 | Bood Study: Understanding Poverty by Ruby Payne | 1 | 10 | Teachers were made more aware of obstacles of poverty and how it relates to our student's lack of achievement. |
| 5 | Leadership Training | 2 | 25 | How being an effective leader will increase student involvement and academic achievement in the classroom. |

**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 | Economically disadvantage students ' parents have difficulty in attending meetings | offer a variety of times that make parent meeting more accessible to all. |
| 2 | Lack of direct communication | use of academic planners daily to communicate with parents. |
| 3 | Ell Students: language barrier | Provide a translator at parent meetings. |
| 4 | Limited Literacy | Provide various modes of communication such as verbal, written, and visual communication. |

**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 | Use of Academic Planners |
| 2 | Effective Communication | Automated Phone System |
| 3 | Increasing Parent Participation | Night Of Showcasing the Arts |
| 4 | Professional Development | Achieve 3000 Data Analysis |
| 5 | Professional Development | Edgenuity for Credit Recovery |