

STEINHATCHEE SCHOOL Title I, Part A Parental Involvement Plan

I, Julie Hurst, 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 mission of the parental involvement plan is to create a collaborate link between home and school that promotes and encourages family engagement at Steinhatchee School. This plan is designed to improve student learning. The activities, experiences and communication to parents will help parents know what their children are learning, promote high standards for student work, give parents tools and information to assist their children at home, promote discussion about improving students progress and help families understand effective teaching practices that ensure academic success.

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: · Parents will be provided the opportunity to attend a workshop to provide an overview of the NCLB Title I Parent Involvement Policy requirements and provide information and strategies to help with the development of the parent involvement plan at Steinhatchee School.

· Steinhatchee School will involve Parents in regularly scheduled School Advisory Council (SAC) and Parental Involvement Team (PIT) meetings. Parents will be provided the opportunity to share their ideas, plan, and review Title I programs, the Parental Involvement Plan, the Parent Compact, and how Title I funds are to be spent at Steinhatchee School.

· Parents will be provided the opportunity to share their on a annual climate survey and invited to share in the development of our school-family compact that describes the ways in which parents can support their children's learning and the importance of communication between teachers and parents on a continuous basis.

· Parents will be provided opportunities to share their input in developing the parent involvement plan at Steinhatchee School.

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	Head Start	A Head Start class is housed at the school that serves a targeted population of pre-school children.
2	Pre K	A Pre K class is housed at the school that serves a targeted population of pre-school children.
3	Boys and Girls Club	The Boys & Girls Club of North Central Florida and the Steinhatchee School have a history of collaboration to ensure the academic success of our students. BGCNCF of Steinhatchee is located on our campus, the staff persons collaborate with teachers and students to align the afterschool program with the regular school day and have done so for several years. In addition, there is frequent communication in the form of letters and emails between the Club sites and the regular school day teachers to coordinate services for Steinhatchee School students.

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	Title I Parent Meeting	Principal, Parent Liaison, School Administrative S	September 10, 2013	Parent Attendance and evaluation/survey
2	Develop agenda, handouts, and/or presentation	Principal	August 2013	Handouts

	materials			
3	Develop Flyer to invite parents to meeting	Parent Liaison	August 2013	Flyer
4	Develop Sign-in Sheets	Parent Liaison	August 2013	Sign in Sheets for meeting and individual classrooms
5	Maintain Documentation	Principal	September 2013 - June 2014	Title I Audit Box

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: Steinhatchee School will provide opportunities for parents to meet in the mornings or evenings. Conferences with staff will be available during the teachers planning times and in the evenings on specific Academic Parent Teacher Team nights. The Parent Liaison and Social Worker are available to help with home visits and transportation for meetings. Communication with parents will also occur through the use of weekly planners, Wednesday Communication Folder, Focus, voicemail, and email.

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 of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Academic Parent Teacher Teams: Math, Reading, Data Analysis, Bullying, Effective Parenting, FOCUS Access, Special Needs	Principal , Parent Liasion	Content Specific Sessions	September, November, December, March	Attendance, Evaluation
2	Informational/ Educational Handouts	Parent Liaison, Teachers, Coaches, Community Membe	Content Specific Handouts	Ongoing	Parent Feedback, End of year survey
3	Face to Face Parent Conference: Student Achievement / Progress Monitoring	Parent Liaison, Teacher	Discussion Topics: Assessment Data, Goal Setting, Items of Concern	Meet with all parents during the first nine weeks	Parent Conference Log, Signed Parent Compact

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	Academic Parent	Julie Hurst,	Improved Home/School	January -	Meeting Agenda

	Teacher Teams PD for Staff	Principal	relations.	June	and Notes
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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: Parent Resource Center: Open daily from 7:30 - 3:30. Provide Academic, Parenting, Social Services and Community Services Information. Provide academic materials for check-out by families. Provide Computer / Internet Access and

FOCUS Access.

Welcome Call to Parents: Teachers will make telephone contact with each student's parent within the first two weeks of school.

Monthly Newsletter: Title I Information

Parenting Tips

Current Events

Items of Interest

Pacing Guide: Pacing Guides will be copied, distributed and sent home in the Wednesday Communication Folder.

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: In September, the Annual meeting will be held to present the information about the Title I programs, curriculum, and academic assessments. Parents will learn 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 will be given a copy of the parent involvement plan and an interest inventory survey to help prioritize informational needs of parents. Upon conclusion of the general meeting parents will be invited to visit their child's classrooms and meet the staff. Teachers will maintain sign-in sheets and will give a copy to the parent liaison. Any parent that does not attend will receive the same information sent home with their child. Parent/Student handbooks will be sent home the first week of school. Information about Title I programs will be sent out in monthly newsletters, the voicemail system, email, and Wednesday

Communication Folders. Parents will receive explanation of curriculum through quarterly Pacing Guides and Wednesday Communication Folders. Student Progress is reported regularly to parents. They will receive midterm reports midway in each nine-week period, along with a report card at the end of the nine weeks. In addition, grades are uploaded to Edline, the District Electronic Gradebook system. Parents are able to access this information through the Steinhatchee School website on Edline. Each student utilizes a Student Planner for sharing information as well as a Wednesday Folder in which student work and school/classroom communication is shared with home each week.

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: Activities are scheduled using flexible scheduling. Child care and transportation are available upon request. Parents will receive notification of activities through the Steinhatchee School Newsletters, School Planners, Wednesday Folders, FOCUS, and the School System Voicemail. Steinhatchee School will also provide, to the extent possible, all communications in a language and format that is understandable by the student's family.

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	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)];	Schedule activities, notify parents of upcoming events by the monthly newsletter, telephone (through connect ed.), newspaper and our website.	Principal	Students will achieve at a higher level if they have positive support for their education at home.	Ongoing with a minimum of three per year

Upload Evidence of Input from Parents

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

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.

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.

Evaluation of the 2012-2013 Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided during the 2012-2013 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	Parent Workshops: Math, Reading, Data Analysis, Bullying, Effective Parenting, FOCUS Access, Special Needs	3	142	Content Specific Sessions
2	Informational/ Educational Handouts	10	100	Content Specific Handouts
3	Face to Face Parent Conference: Student Achievement / Progress Monitoring	3	90	Discussion Topics: Assessment Data, Goal Setting, Items of Concern

Staff Training Summary

Provide a summary of the professional development activities provided by the school during the 2012-2013 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	Professional Learning Community - "Beyond the Bakesale"	4	40	Improved Home/School relations.

Barriers

Describe the barriers that hindered participation by parents during the 2012-2013 school year in parental involvement activities. Include the steps the school will take during the 2012-2013 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	Transportation	Provide transportation as much as possible
2	Flexible Scheduling	Work to meet every families needs

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2011-2012 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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