## ISLAND COAST HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Kristin Bueno , 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:** We will conduct parent surveys during Open House and during School Advisory Council Meetings throughout the school year. Results will determine Parental Involvement Training opportunities. Parents will be invited via Parent Link to participate in quarterly SAC meetings. We will personally invite the parents of students in need of assistance based on testing data. During a scheduled SAC meeting, the committee will hold an open discussion and will decide, with input from parents, how the 1% set aside for Parent Involvement will be used. Ideas and input from parents will be documented in the SAC Meeting Minutes. Parents will be provided information via a monthly newsletter including, but not limited to, upcoming events, meetings, graduation requirements, college, career, financial aid, and testing information. All documentation, such as agenda, sign-in sheets, and meeting minutes, will be maintained in the Title I Tool Kit.  |

**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 | N/A | N/A |

**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 | Title I Annual Meeting will take place within the first 4 weeks of the FY17 school year where we wil | Principal, Assistant Principal, SAC members, School Staff Members, and Parents.  | August | Flyer announcing meeting, meeting date/time on outdoor marquee, school website, ParentLink, agenda, sign in sheet, and meeting minutes, as well as completion of the Parent Compact. |
| 2 | Administration & Leadership Team meet to plan | Administration; Office Staff | June to August | Meeting minutes |
| 3 | Publicize in newsletter, Parent Link, flyers | Administration; Office Staff | July to August | Sign-In Sheets |
| 4 | Parents have opportunity to review the Compact and Parent Involvement Plan | Administration; Teachers | August | Sign-in sheets; signed Compacts; suggested changes in writing by parents |
| 5 | Title I PowerPoint shown in all classrooms and/or common areas to provide information on Title I | Administration; Tech Specialist | August | Questions, comments and suggestions from parents |

**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:** Open House Orientation will be held on Wednesday prior to the beginning of the school year to provide flexibility for parents and students to attend. The Open House Orientation will offer the opportunity for parents to attend at an alternative time to avoid a conflict with the local elementary and middle schools Open House schedules. Translators will be available throughout the day for assistance.Quarterly SAC meetings will be held in the evenings to encourage maximum parental participation and translators will be available. All SAC meeting dates will be advertised on the school website, newsletters, Parentlink and at all parent meetings. Parent Involvement workshops will be held at various times including evenings and Saturdays. Rising freshman course registration is offered on Saturday with three times frames for attendance. This allows for flexible options. |

**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 | Title I Open House  | Administration | Provide information to parents about Title I program, about expectations and how they can support their child at home. Parents will also have the opportunity to gain knowledge in regards to Free/Reduced Lunch Applications and Academic Content.  | August | Agenda, handouts, flyers, Parentlink ads, sign-in sheets. |
| 2 | Donuts with Dad | Administration | Parents will have an open forum to discuss current educational topics with the school Principal and/or discuss current school topics related to student achievement | September | Agenda, Sign-in sheet, ParentLink Report, Flyer, Handouts |
| 3 | ACT/SAT Registration and Bright Futures | Guidance Department, Parent Involvement and Administration | Parents and students will receive information regarding scholarship information through Florida Bright Futures. They will also be informed about ACT/SAT testing dates and passing requirements. | October | Agenda, Sign-in sheet, Advertisements |
| 4 | Holiday Show | Art Department, Music Department | Our Art and Music departments will showcase their work for our families. Teachers/students will provide information to parents on the content of art and music standards  | November | Agenda, Sign-in sheet, Advertisements, Parent feedback forms |
| 5 | Science Fair | Science Department, APC, Parent Involvement Specialist | Parents will have the opportunity to view student experiments and interact using the Scientific Method. Teachers/Studentswill provide information to parents on the content of science standards  | December | Flyer, Handouts, Sign-in sheet, ParentLink Report |
| 6 | College Night | Parent Involvement Specialist/Administration | Parents and students can learn about career opportunities, different college degree programs, talk with school staff and college representatives, collect helpful degree program information, and enjoy educational outbreak sessions. | March | Flyer, Handouts, Agenda, Sign-in sheet, Advertisements, Parent feedback forms |
| 7 | Open House / 9th Grade Orientation  | APC/Guidance  | Parents are provided information regarding curriculum, tutoring, and scholarship opportunities that are available. Students will also have the opportunity to build their schedule for the following school year. | April | Flyer, Handouts, Agenda, Sign-in sheet, Advertisements, Parent feedback forms |
| 8 | Final Project – student production | Drama Department Students, parents, and the Parent Involvement Specialist  | Parents are given the opportunity to view the student’s final production which is a culmination of all work completed by students as outlined by State Standards. Students direct and produce a play with teacher support. | May | Flyer, Sign-in sheet  |
| 9 | SAC meetings | SAC Chairperson | Parents are given the opportunity to provide input into the School Improvement activities and expenditure of School Improvement funds | Monthly | Flyer, Handouts, Agenda, Sign-in sheet, Minutes |
| 10 | Include Parent Involvemet tips and suggestions for parents on the school website and through the newsletter.  | Parent Involvement Specialist | Parents are provided with strategies to build vocabulary and sample of activities that they can do to facilitate students’ learning. Parents are offered tips to help their child with homework, learning strategies, and personal development. | Monthly | Newsletters, Website |
| 11 | AVID Parent Night | AVID Chair Person | Provides an opportunity for AVID parents to come meet their student’s AVID teacher, tutors, and coordinator. For the school, it is an opportunity to draw parents into the learning process and to describe to parents how they can best support their AVID student. | Semester | Agenda, Sign-in sheet, Advertisements, Parent feedback forms |
| 12 | AP Parent Night | AP Capstone Sponsor | The night is designed with the purpose of broadening parents’ understanding of the AP program, introducing the Capstone program, and to showcase student work completed in AP classes. Parents will also have the opportunity to meet their student’s AP teachers, coordinators, and administrators.  | Semester | Agenda, Sign-in sheet, Advertisements, Parent feedback forms |

**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 | FOCUS Grade Reports | Administration | Increased communication with parents regarding Grades | Fall | Parent use of FOCUS |
| 2 | Google Classroom Training | Tech Team | Increased communication with parents regarding available resources classwork and homework through use of Google Chromebooks | Spring 2016 | Artifacts |
| 3 | Faculty Training on ParentLink | APSA | Increased communication with parents regarding student achievement in class | August and January | ParentLink report documenting percentage of received phone calls |
| 4 | Trainings for APPLES teachers: Communication with families (PPT on Title I Sharepoint) | Assistant Principal Communication and Development | Increased awareness regarding effective communication with parents. | September | In-service sign-in |

**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:** We will enhance our family friendly school by welcoming parents and providing caring and efficient service to their needs in person and on the phone. In all areas of our school we will answer questions in a courteous manner that demonstrates our concern for them to be a partner in their child's education. We will conduct a survey in order to evaluate our success and make changes as indicated. |

**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:** Information about the Title I program will be disseminated to parents via a Title I brochure, school newsletter, ParentLink and SAC meetings. Parents will also be provided information about curriculum, academic assessments, and state expectations of student proficiency at each grade level during the Open House on the Saturday prior to the beginning of the school year, and during parental involvement workshops. Progress reports will be sent home with students as scheduled and teachers will communicate with parents through the use of ParentLink, e-mails, face-to-face and phone contact. Parents of incoming ninth graders will be invited to meet with members of the Guidance department in the spring prior to their ninth grade year to discuss their child's academic needs and plan for high school courses. Parents will be given a Program of Studies at this time and will have the opportunity to ask questions and provide input in their child's course schedule requests. All parents are invited to join the SAC during the Open House, through Newsletter articles and Parentlink messages. 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 will be provided.Any comments from parents about the Parent Involvement Plan will be forwarded to the Title I office. |

**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:** Every effort will be made to ensure that full opportunities for the participation of parents with limited English proficiency and parents with disabilities. Island Coast High School will provide interpretation and translation services as needed at workshops, meetings, and conferences and the TalkSystem will be used as appropriate. Written communications will be available in English; Spanish and Haitian Creole parents can choose their preferred language for ParentLink. We will make every effort to provide full opportunities for parents with disabilities or (when requested) those with special needs.  |

**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:///C%3A%5CUsers%5Chollyms%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.IE5%5CCIGQRU2V%5CfileUploads%5C360491_2016-2017_uploadEvidenceParentInput.docx) |

**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%3A%5CUsers%5Chollyms%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.IE5%5CCIGQRU2V%5CfileUploads%5C360491_2016-2017_uploadCompact.docx) |

**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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## 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 | Parent Academic Night | 1 | 284 | Provide information to parents on expectations and how parents can help their children. |
| 2 | Donuts With Dad | 1 | 21 | Increase communication with parents and the level of involvement of parents to become active in the decisions made at the school. |
| 3 | Title 1 Open House | 1 | 1464 | Provide information on their child’s current level and how parents can help their children develop a plan to reach their goals. |
| 4 | Holiday Open House | 1 | 2 | Introduce parents to specialized academic academies |
| 5 | SAC - Title 1 Training | 6 | 50 | Provide information to parents on expectations and how parents can help their children. Increase involvement of parents to become active in the decisions made at the school. |
| 6 | College Night | 1 | 1200 | Showcase College and Trade opportunities as financial aid seminar. |
| 7 | 9th Grade Orientation | 1 | 500 | Create positive school culture and goal setting for incoming families. |
| 8 | Band Winter Concert - Arts Showcase | 1 | 72 | Introduce parents to various arts electives. |

**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 | Technology training on creating and maintaining teacher websites | 1 | 85 | Increase communication with parents, provide information to parents on expectations and how parents can help their children. |
| 2 | Faculty Training on ParentLink | 1 | 85 | Provide information to parents on expectations and their child’s current levels. |
| 3 | Kagan Cooperative Learning | 2 | 85 | Increased Student Engagement |
| 4 | Technology Training on creating Augmented Reality images for posters and newsletters. | 1 | 85 | Model new technology of QDR codes embedded into images for parents to scan and receive media messages. |

**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 | Transportation - ED | School social worker conducts home visits, we offer parent/teacher conferences via telecommunications. We offer flexible scheduling as well. |
| 2 | Language - ELL | Island Coast High School utilizes the TalkSystem as well as translators for parent communication. |
| 3 | Not knowing how to Contribute | Project sign up / Donuts with dad |

**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** |