

NEW HORIZONS LEARNING CENTER Title I, Part A Parental Involvement Plan

I, Wesley Smith , 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: New Horizons will strive to improve parent involvement.

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: New Horizons Learning Center understands the importance of parent involvement and the positive effects it has on its students and school. The School Advisory Council is instrumental in providing input for the development of the School Improvement Plan, Parent Involvement Plan and all other Title I Parent Involvement school events. SAC members are elected as voting members following SAC guidelines as directed by the State and in accordance with Bay District Schools' policy. The PIP reflects input and suggestions provided by parents during the school's Spring Survey 2016. During SAC meetings, the committee will decide, with the input from parents, how parent involvement funds will be used. New Horizons will attempt to provide other reasonable support, such as working with the District Title I Department to provide resources, for example, dedicated computer stations in the Mentor room, that parents can use to access information about their child. Documentation of this program will be maintained by the Parent Liaison.

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	Homeless Education and other community agencies	Agencies will be invited to provide information to both teachers and parents as appropriate throughout the school year.
2	Exceptional Student Education	ESE provides parent workshops and newsletters to assist parents in working with their children both at home and within the school system. Supplemental instructional support provided by Title I will be discussed with parents during the development of IEP's.
3	Title III, Part A	ELL/Coordinate with Title I, Part A for parent involvement meetings. Translator provided (as feasible).

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	Maintain documentation	Title I Parent Liaison	Ongoing	Title I documentation kept in the front office with a copy given to District Title I RT
2	Develop sign-in sheets and parent evaluation forms for annual meeting	Title I Parent Liaison.	September/Ongoing	Sign-in sheets for meeting and individual classrooms; evaluations
3	Advertise/publicize annual meeting	Principal	September	Copies of publicity (flyers, newsletter, announcement sent to district office, etc.)
4	Develop and disseminate invitations to Annual Meeting	Title I Parent Liaison.	September	Copies of flyer/invitation with date of dissemination

5	Develop agenda, handouts and/or presentation materials to address required components	Title I Resource Teacher	August/September	Copies of agenda, handouts, PowerPoint presentation
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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: New Horizons Learning Center understands the importance of Parent Involvement, in regards to student success. NHLC offers will offer both evening and morning Title I events for the 2016-2017 school year. In addition, the school's website will be continuously updated with helpful information and resources. The Community Center is also available to parents every school day. Information regarding Parent Involvement and helpful tips will be available both in the front office, as well as the Community Center located in the Mentor Room.

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	Title I Annual Meeting – State developed PowerPoint presentation and other discussions	Principal and/or Title 1 Parent Liaison	Informed parents contribute to student success Supports all School Improvement Goals.	September	Sign-in sheets and evaluation data
2	Open House – Each teacher provides expectations of student achievement and how parents can support at home	Classroom Teachers	Provide information to parents on expectations and how they can help their children at home. Supports all School Improvement Goals.	September	Sign-in sheets
3	Reading, Math, Social Studies, and/or Science nights where parents	Classroom Teachers	Provide information to parents on expectations	Bi-annually	Sign-in sheets and evaluation data

	are given specific skills and strategies for student success and how parents can support at home		and how they can help their children. Supports Math, Reading, Science and Writing School Improvement Goals.		
4	Provide parent leadership opportunities through SAC meetings	Principal and SAC Chair/Representative	Increase the level of involvement of parents to become active in the decisions made at the school. Supports all School Improvement Goals.	Quarterly	Agendas and sign-in sheets
5	Progress reports available through PARENT PORTAL. Parents may contact the school for hard copy if no Internet access is available.	Principal and/or Guidance Counselors and Parent Liaison	Provide information on their child's current level of achievement, Supports Math, Reading, Science and Writing School Improvement Goals.	Throughout the year at the parent's request.	Parental feedback on Spring Surveys.
6	Publish newsletter-provide information to parents regarding Title I, strategies for success, assessments, etc.	Principal or delegated by principal	Informed parents contribute to student success. Supports all School Improvement Goals.	Quarterly or more often	Copies of newsletter
7	Distribute State assessment and other assessment results and report cards, Parent Portal available daily	Principal	Provide information on their child's current level of achievement	State assessment annually and report cards quarterly	District calendar noting assessment, and grade notice dates
8	Parent and Mentor Meet and Greet	Principal, Mentor Program, and Parent Liaison	Provide information on available resources through ACCESS and Attendance Awareness	September/October	Sign-in sheets and evaluations
9	Mother Daughter Makeover/Skincare, fitness, and nutrition	Principal and Mentor Program	Education on fitness and nutrition as well as	November/December	sign-in sheets and evaluations

			makeup and skincare		
10	Science Night	Principal/Title I Parent Liaison/Teachers	Provide information for parents on chemistry, biology, and earth science.	February	Sign-in sheets and evaluations

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	Title I Parent Involvement Module #1: Importance of Parent Involvement	Principal	Increased student achievement with better trained and informed teachers.	Beginning of the school year.	Sign-in Sheets
2	Title I Parent Involvement Module #2: Building Ties Between Home and Home and School	Principal	Increased student achievement with better trained and informed teachers.	Beginning of the school year.	Sign-in Sheets
3	Title I Parent Involvement Module #3: Implementation/Coordination of PI Programs.	Principal	Increased student achievement with better trained and informed teachers.	Beginning of the school year.	Sign-in Sheets
4	Title I Parent Involvement Module 4: Communicating and Working With Parents.	Principal	Increased student achievement with better trained and informed teachers.	Beginning of the school year.	Sign-in Sheets

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: New Horizons employs a Mentor Coordinator to encourage business partnerships with the school in an effort to assist parents in more fully participating in the education of their children and to assist students in being successful. Additionally, informational brochures are available throughout the year in the media center's parent resource area. A notebook containing important information for parents is located in the front office in an effort to offer parents another opportunity to access information when they are unable to attend school functions. There is also a Parent Liaison on site, to assist parents in accessing available resources for their family as well as monitoring attendance for the school.

Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

- Timely information about the Title I programs [Section 1118(c)(4)(A)];
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

Response: During the Open House meeting in September, New Horizons Learning Center will provide parents with information regarding Title I and how it supports additional assistance for their students. Parents will learn about the school wide program and about opportunities to participate in decisions related to the education of their child. During classroom visits, teachers will provide additional information relating to their classroom and subject matter. Teachers will maintain sign-in sheets and provide a copy to the AP for documentation. The notebook log in the front office will be maintained to document when parents requested and received information. Informational packets for parents who were unable to attend the annual meeting will be available in the school office. Additionally, throughout the year, parents receive other/additional information through a variety of media; school and district websites; teacher communication; IRIS (Immediate Response Information System) phone call alerts, distribution of report cards, progress reports and other assessment data; and through a variety of parent conferences. The Parent Liaison will maintain appropriate documentation to monitor that information is being disseminated according to the plan.

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: New Horizons Learning Center will take the necessary steps to ensure that communications for all parents are in a format and to the extent practical, in a language parents can understand. Materials will be translated when feasible and/or requested by parents to ensure all parents have the opportunity to participate in the education of their child. Should interpreters be needed at workshops or meetings, one will be provided to the extent practical and for a language parents can understand. The district employs a Spanish speaking parent liaison who is available to translate. Title III offers additional translation services. Spanish, Vietnamese, Russian and Chinese are predominant requests for translations, although other languages are available. Sign language is also available. All buildings are handicap accessible. All parents may request auxiliary aids and services of their choice such as sign language, Braille, etc. to ensure meaningful participation by informing the school of this need when enrolling a student or by phone call, e-mail or letter to the Principal. All requests for services will be kept by the Principal for documentation purposes.

We will share information through IRIS alerts, our website, at meetings, and through other means.

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:
☒ Not Applicable

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 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.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Title I Annual Meeting – State developed PowerPoint presentation	2	16	Increased student achievement with better trained and informed parents.
2	Open House – Each teacher provides expectations of student achievement and how parents can support	1	13	Increased student achievement with better trained and informed parents
3	Reading, Math, Social Studies, and/or Science nights where parents are given specific skills and str	1	65	Increased student achievement with better trained and informed parents
4	Provide parent leadership opportunities through SAC meetings	4	10	Provide parent leadership opportunities through SAC meetings
5	Distribute FCAT and other assessment results, progress reports and report cards	5	675	Provide information on their child's current level of achievement, Supports Math, Reading, Science and Writing School Improvement Goals.
6	Publish newsletter- provide information to parents regarding Title I, strategies for success, assess	4	540	Informed parents contribute to student success. Supports all School Improvement Goals.
7	Progress reports available through PARENT PORTAL. Parents may contact the school for hard copy	0	0	Provide information on their child's current level of achievement, Supports Math, Reading, Science, and Writing School Improvement Goals.

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)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Title I Parent Involvement Module#1: Importance of Parent Involvement	1	11	Increased student achievement with better trained and informed teachers.
2	Title I Parent Involvement Module#2: Building Ties Between Home and School	1	11	Increased student achievement with better trained and informed teachers
3	Title I Parent Involvement Module#3: Implementation/Coordination of PI Programs	1	11	Increased student achievement with better

				trained and informed teachers.
4	Title I Parent Involvement Module#4: Communicating and Working With Parents	1	11	Increased student achievement with better trained and informed teachers.

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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Transportation to Title I events.	Our student body consists of students from all over the District. Parents have noted that they do not have gas money. We use private donations to provide gas cards so that the parents can get to the school. Another option may be bus passes.
2	Parent Work Schedules	Schedule morning and evening events to accommodate work schedules. Printed information from events will be available in the Public Information Notebook (purple).
3	Disability	We insure school is ADA compliant.

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the previous 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
1	Increasing Parent Participation	Family math night
2	Mentor Program	Parent and Mentor meet and greet
3	Increasing Parent Participation	Mother/Daughter makeover/skincare