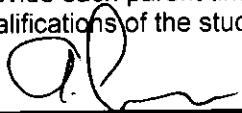


## HAINES CITY SENIOR HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Adam Lane, 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)].



9-23-16

Signature of Principal or Designee

Date Signed

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

**Response:** The Purpose of the parent involvement program at our school is to provide way for parents and families to participate in the educational process, improve our school and engage with their children. Our program will provide them with resources and activities that build capacity.

#### Polk County Family Involvement Mission Statement

"District and Haines City High School-based Parent Involvement Programs in Polk County will strive to build RELATIONSHIPS to create REAL family engagement for EVERY child, EVERY family, EVERY teacher, EVERY day."

#### Haines City High School Mission Statement

To effectively engage students in the process of learning in order to ensure the opportunity for all students to graduate and become productive citizens.

#### Polk County Mission Statement

The mission of Polk County Schools is to provide high quality education for all students. Every child, every possibility.

## 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:** Haines City High School 2016-2017 Title I budget is \$465,767.25 our minimum parent involvement requirement is \$6,943.88. A committee of school and parent members attended a District Parent Advisory Meeting on April 22, 2016, at Sandhill Elementary from 9:00-11:30 A.M. Additionally, all parents were given an opportunity to attend a meeting on 4/26/2016 from 1:15-2:00 p.m. in the media center with the Reading Interventionist and the Title Family Involvement Para to discuss the contents of the Parent Involvement Plan, Summary, and Compact. Parents received an invitation via flyer that was sent home, via School Messenger, the invitation was posted in our School website and it was also available in the Main Office. Parents were invited to attend a meeting on May 10, 2016 from 1:15-2:00 p.m. in the media center to reflect on the revisions of the PIP, Summary, and Compact. Furthermore, all teachers were invited to give input via e-mail on suggested revisions for the Parent Involvement Plan. Using all input received, a final document was created and approved by the School Advisory Council in September. Any decisions involving Parent Involvement funds will be made by the SAC. Our Parent involvement budget will be used to buy agendas for our student and provide activities that build capacity of our parents and staff. Meetings will be held throughout the year for any revisions to the Parental Involvement Plan based on the needs of the school. Title I will hold their Annual Meeting on September 29, 2016, offering information regarding Title I resources, curriculum and assessment information, opportunities for involvement in the SAC, and an overview of the School Improvement Plan, the Title I Parent and Family Engagement Plan and the School Compact.

## 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	Nutrition Programs.	Students at Haines City High School are provided with free breakfast and lunch as part of the USDA's Community Eligibility Program.
2	Violence Prevention Programs	Haines City High School provides violence and drug prevention programs in order to promote a safe school environment. Students and staff receive instruction to increase awareness and prevention of bullying as part of the district sponsored anti-bullying program.
3	Parent Centers	Parent Informational Resource Center-With Garner Elementary site closest to Haines City High School, parents have access to materials and resources for check-out.
4	PLUG/Parent Universities	Polk Parent Learning University-Provided through a collaborative partnership with community agencies/organizations and the district Title I Dept., parents have access to free courses, family events and activities that engage parents in innovative and meaningful partnerships for learning.
5	Career and Technical Education	Students at Haines City High School have the opportunity to participate in the following academies: Academy of Children's and Educational Studies, the Academy of Media Production, the Environmental Agriculture and Technology Academy, the Visual Arts Academy, the Performing Arts Academy, and JROTC. These academies assist students in acquiring an understanding of the careers, provide hands-on training, and allow students to explore the wide range of career experiences related to these respective fields.
6	Job Training	N/A
7	Title X-Homeless	The Hearth program, funded through Title X, provides support for identified homeless students. Students with housing needs are referred to the Homeless Student Advocate.

8	Title III-Language Instruction for LEP	Title III provides supplemental resources for English Language Learners (ELL) and their teachers in Title I schools, as well as professional learning opportunities for the school staff.
9	Title II-Professional development/Recruitment	Title II funds available Haines City High School are used to fund professional development activities. In addition, School Technology Services provide technical support, technology training, and licenses for software programs.
10	Title I, Part D-Delinquent	Transition Facilitators assist with transition from Department of Juvenile Justice (DJJ) facilities back into their zoned school. The Transition Facilitators communicate with Guidance Counselors at schools to facilitate the transfer of records and appropriate placement.
11	Title I, Part C-Migrant	Migrant students enrolled at Haines City High School will be assisted by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on needs and migrant status. Migrant Home-School Liaisons identify and recruit migrant students and their families for MEP. They provide support to both students and parents in locating services necessary to ensure the academic success of these students whose education has been interrupted by frequent moves.
12	Title I, Part A School-wide	The Title I funds provide school-wide services to Haines City High School. These funds provide supplemental instructional interventions for students with academic achievement needs, as well as professional development opportunities for teachers for instructional training to support school improvement goals. The funds provide various personnel that support the academic growth of our students. Furthermore, Title I, Part A funds provide funds to strengthen school/family relationships and increase the capacity of parents to help their child succeed in school.

## 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	Schedule Annual Parent Meeting	Parent Involvement Para/Math Interventionist	September 29, 2016	School Calendar
2	Advertise and Publicize Event	Parent Involvement Para/Math Interventionist	September, 2016	HCHS marquee and website, school messenger, Remind 101, Flyers
3	Contact Community Resources	Parent Involvement Para	September, 2016	Responses from Agencies and Community Resources Verifying Participation
4	Develop Sign-In-Sheets, Agenda, Presentation, and Materials. Secure translators for the event.	Parent Involvement Para, Math Interventionist, Parent Involvement Committee Members, Staff	September, 2016	Parent/Family Sign-In; Sign-In Sheets to join SAC or to utilize Parent Portal; copies of Agenda, PowerPoint Presentation and handouts
5	Discussion of curriculum/state assessments	Parent Involvement Para, Math Interventionist, Staff	September, 2016	Hand out will be provide with state assessments dates and curriculum can be discussed with every teacher in the time provided for classroom visits.
6	Discussion of the Compact	Parent Involvement Para and Math Interventionist	September, 2016	Hard copies of the compact in three languages (English, Spanish and Haitian Creole) will be available at the meeting as well as opportunity for parents and family to ask questions.
7	Annual Parent Meetings-to include Parent Input and Evaluation	Math Interventionist, Parent Involvement Para, and Parent Involvement Committee Members	October, 2016	Attendance sign-in sheets and Parental Evaluations of Meeting; Committee Reflections

8	Maintain Documentation of Meeting	Parent Involvement Para and Math Interventionist	October, 2016	Title I Moodle eTASK Site
9	Barriers: Parents who do not attend the meeting will be able to get the information given	Parent Involvement Para and Math Interventionist, Network manager	October, 2016	Power point and handouts will be available at the Title I school website and PIN
10	Barriers: Secure translators for the event.	Parent Involvement Para and Math Interventionist, Network manager	September, 2016	Family participation and evaluations.

## 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:** Haines City High School will host its annual Title I meeting on September 29, 2016 at 5:00 p.m. Translators will be provided for the event. The information presented at the annual meeting will also be available on the school's web-site and PIN. SAC meetings times and dates will vary in order to increase community and parent involvement. Generally, the meeting will be held the third Thursday of each month. Activities to build capacity for parents will be held at various times. Some of the activities to build capacity that are planned for this school year are: Curriculum and Testing Night that will be held on November 15, 2016 and Graduation Requirement Night that will be held on January 31st, 2017. Translators will be provided at all meetings. If parents/guardians require any type of accommodation for an event sponsored by Haines City High School, accommodation requests must be made at least 72 hours in advance of the event. To arrange accommodations, contact Brenda De Leon, Haines City High School's Parent and Family Engagement Paraprofessional at (863)421-3281, extension 237.

## 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	Monthly Newsletter	Parent Involvement Para	to provide parents with up to date activities at school	Monthly	Responses to Survey
2	Curriculum and Testing Night	Parent Involvement Para/Selected Teachers	to help parents understand expectations of rigorous curriculum/online resources and to help students get prepared for State Assessments	November 15, 2016	Attendee sign-in sheets; evaluations by parents in attendance.
3	College and Career Night	Parent Involvement Para/Selected Teachers	to help parents understand students opportunities after graduation and transitioning to the next step	November 15, 2016	Attendee sign-in sheets; evaluations by parents in attendance.
4	Graduation Requirement Night	Parent Involvement Para/Selected Teachers	to help parents understand all the graduation requirements of their child based on what year the student enter into 9th grade and to know each grade level expectations	January 31, 2017	Attendee sign-in sheets; evaluations by parents in attendance.

## 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	Effective Parent Conferencing/Shared in PLCs	Math Interventionist/Dept. Heads	Improved Communication / Productive Conferences	November 2016	Teacher Reflection

## 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:** \*HCHS Parent and Family Resource Center located in the main office where computers are available for parents with no other computer access.

\*Promoting District Learning Opportunities for Parents-i.e. P.L.U.G. , PIRC and Parent University

\*Utilization of technology such as Remind 101

\*Monthly Title I Newsletters

\*Update Marquee/Web-site

\*Freshmen Palooza - parents and students get the opportunity to visit classrooms, know about school clubs and sports, gives the opportunity for parents to get their sign in information for parent portal.

## 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:** The Parent Involvement Plan (PIP), PIP Summary, Compact and Right to know letters will be available at Haines City High School's front office in the Parent Involvement Notebook (PIN). All these documents will be uploaded to the HCHS website at <http://www.hainescityhighschool.com/title-i/> . District Title I information such as District Parent Informational Resources Center PIRC and District Parent University will be available in the PIN and links to District Title I webpage will be available at the HCHS Title I website.

Information about our Title I program will be provided through newsletters and through our HCHS website. Additionally, parents will be kept informed up upcoming events and opportunities through the monthly Title I newsletter. Families are also encouraged to contact our Title I Office at 863-421-3281 (ext. 237) if they have any questions. Teachers and staff emails will be available thru our school website. Parents can give input and suggestions thru activity evaluations and parent survey.

Parent/Guardians are encourage to access Parent Portal, information is available at the front office and thru our school website. Interim Reports are going to be distributed the week of September 16, 2016, December 2, 2016, February 17, 2017, and May 5, 2017. Report Cards are going to be distributed on November 1, 2016, January 26, 2017, and April 11, 2017.

Additionally, information about our school's Title I Program, PIP Plan, Summary, and Compact are also explained at our Annual Parent Meeting in September.

Parents and community members are encouraged and participate in the School Advisory Council (SAC) and Parent Involvement Team.

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## 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:** Parents and family members are invited join the School Advisory Committee and to be active participants in the development of the Parental Involvement Plan. Volunteers are always welcome on campus. We have a Title I Para who is bilingual and is available for translations if needed. We will be utilizing Remind 101 to notify parents of upcoming events. Accommodations for students and parents with disabilities will be made upon request.

Haines City High School will provide full opportunities for participation in parent involvement activities for all parents (including parents of children with limited English proficiency, disabilities, and migrant children).

Haines City High School has on staff several bilingual teachers, paraprofessionals, and secretaries. With notification, we can provide a sign language translator.

Parents can give input or suggestion thru activities evaluations, they can also contact the Title I Office at 863-421-3281 (ext. 237) or via email at [brenda.deleon@polk-fl.net](mailto:brenda.deleon@polk-fl.net). Our staff directory will be available thru our school website, as well as links to District Migrant Services and District ESE webpage. Parents with no access to a computer at home can come to the main office to use the computers available in the HCHS Parent and Family Resource Center.

Home School Communication - Specific student assessment information and scores are available from your child's teacher and/or guidance counselor. Assessment information will be discussed at parent/ family conferences. Please contact your child's teacher and/or counselor to schedule a convenient appointment.

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## 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

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## Upload Evidence of Input from Parents

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

Uploaded Document

## 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.

Uploaded Document

## 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.

Uploaded Document

## Evaluation of the previous year's Parental Involvement Plan

### Building Capacity Summary

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(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/Open House	1	208	Title I information on extended learning resulted in increased participation and overall academic improvement.
2	Florida Standards and Your Child Interpreting FAIR progress monitoring reports	1	50	Reading progress monitoring indicates improvement in reading in all grade-levels.
3	FAFSA Night/ACT Practice Resources	1	105	Increased number of student reaching concordant scores on ACT.
4	All County Reads Information and Practice Resources	1	18	Increase number of students utilizing TERC data-base and online testing resources.
5	Parent Involvement Breakfast	1	39	Parents express increase motivation to assist the child at home

### 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	Successful Parent Conferences	1	120	Improved Communication resulting in more effective conferences/greater student achievement

### 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 (economically disadvantaged)	Flexible times/Lynx Bus
2	Language (Limited English Proficiency)	Provide translations as needed and materials in multiple languages
3	Disabled or have Disability	Make accommodations; i.e. translators for deaf
4	Limited Literacy	Present information in multiple formats
5	Time/Work Schedules	Flexible meeting times

### 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
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