

SOUTH MIAMI SENIOR HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Gilberto D. Bonce, 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

10.04.2016
Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: South Miami Senior High believes that positive parent/family involvement is essential to student achievement and thus encourages such involvement in school educational planning and operations. In the spirit of South Miami's school/family and community partnership, this policy seeks to strengthen the partnership among parents/guardians, staff, schools, and the community by providing for parents' involvement in decision making as members of school-based planning teams, local parent groups, and school-wide committees. Expanding training programs that help the

individual parents support their child at home will further strengthen this partnership as well as prepare our students to succeed in tomorrow's global community.

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: South Miami Senior High formed an Educational Excellence School Advisory Council (EESAC) composed of parents, staff, and community based organizations from the school and community. The committee provides input into the development, implementation, and evaluation of all school related plans, including but not limited to the School Improvement Plan, Parental Involvement Plan, and Title I, Part A application. Parents participate in the development of the Title I budget through participation in the EESAC. Involvement of parents will be documented through sign-in sheets and minutes of meetings. Decisions involving the use of Title I funds reserved for parental involvement at the school level will be made during the development of School Improvement Plan by the Educational Excellence School Advisory Council (EESAC). The EESAC Chairperson will monitor EESAC membership to ensure that parents are involved in the process.

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	Individuals with Disabilities Education Act (IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students Individual Educational Plan (IEP).
2	English Language Learners	Supplemental instructional support provided by Title III will be offered to ELL students after school during tutoring and on Saturdays through Saturday Academy.

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	Develop agenda, handouts, and/or presentation materials that address the required components	Assistant Principal	October 2016	Copies of agenda, Powerpoint presentation, and handouts.
2	Develop and disseminate invitations	Community Involvement Specialist	October 2016	Flyer with date of dissemination posted on school web site.

3	Advertise event	Community Involvement Specialist	October 2016	Posting on School web site announcement sent via Connect-ed.
4	Develop sign-in sheets	Community Involvement Specialist	October 2016	Sign-in sheets for meeting and individual classrooms.
5	Maintain documentation	Assistant Principal and Community Involvement Spec	October 2016	Title I documentation box housed in the Assistant Principal's office.

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: The leadership and staff of South Miami Senior High have a strong belief in the importance of parental involvement and therefore have put measures into place to offer parent meetings on a flexible schedule. Our annual meeting for parents of participating children will be offered once in October as designated by the school district. In addition, our parent academy will offer its parenting classes at varying times to include morning and evening sessions. The parent center will be opened everyday from 7:20 am until 2:20 pm for parents to pick up materials and/or meet with the Community Involvement Specialist (CIS). After 2:20 pm, the center is open, however the CIS is not present for assistance. The principal will work with the CIS to create a flexible schedule to ensure that the center is open at times convenient for parents. The CIS will maintain records of parent participation. The schedule may be modified as needed based on parents' participation.

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	Florida State Standards; Hard copy dissemination of materials	Assistant Principal for Curriculum	Parents will be provided with grade specific brochures outlining and identifying the SSS and strategies they can use to help their child at home. Information will also be posted on the schools web site.	September 2016	Notices in newsletters, principal will document date distributed.
2	Assessments discussed during individual conferences	Classroom Instructors	Instructors will conduct individual conferences to discuss each child's assessment results, expectations, and goals for the school year.	August 2016 through May 2017	Conference logs.
3	Small group conferences	CAP Advisor	Parents will gain knowledge of college readiness, scholarship information,	August 2016 through June 2017	Sign-in sheets, handouts, agendas, and

	regarding College Readiness		availability of financial aid, etc...		presentation materials.
4	Conferences regarding access to the parent portal, Title 1 Surveys, and Parent Compacts	Community Involvement Specialist	Community Involvement Specialist will provide individual help to parents in how to log-in and access the Parent Portal.	August 2016 through as needed	Sign-in sheets, handouts, agendas, and presentation materials.

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	Value of Parental Involvement: A monthly newsletter will be distributed to parents that includes information on the value of parental involvement; Distribution of materials	Community Involvement Specialist and School Leader	Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement.	August 2016 through May 2017	Sign-in sheets, handouts, agendas, and presentation materials.
2	Communicating and working with parents; Train the Trainer	Community Involvement Specialist and School Leader	Community Involvement Specialist will be provided with training to improve the ability of staff to work effectively with parents.	August 2016 through May 2017	Sign-in sheets, handouts, agendas, and presentation materials.
3	Implementation and coordination of parental involvement program; Train the Trainer	Community Involvement Specialist and School Leader	Improve the ability of staff to work effectively with parents.	August 2016 through May 2017	Sign-in sheets, handouts, agendas, and presentation materials.
4	Building ties between home and school; Train the Trainer	Community Involvement Specialist and School Leader	Improve the ability of staff to work effectively with parents.	August 2016 through May 2017	Sign-in sheets, handouts, agendas, and presentation materials.
5	Cultural sensitivity; Train the Trainer	Community Involvement Specialist and School Leader	Provide information to staff on the various cultures represented in the school to increase awareness of the various cultures of the students enrolled.	August 2016 through May 2017	Sign-in sheets, handouts, agendas, and presentation materials.

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: South Miami will enhance the parent resource center to expand the resources available for parents in an effort to create a family-friendly school. The Community Involvement Specialist and Assistant Principal will monitor the center from

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: At the Open House in September, South Miami Senior High will hold a general meeting where information will be presented about the Title I programs, the curriculum, and academic assessments. Parents will learn about the schoolwide program, how to schedule parent-teacher conferences, and the opportunities for participation in decisions related to the education of their child. Parents will be issued a copy of a parent handbook, which includes more detailed information on these topics and a copy of the Parent Involvement Plan (PIP). Upon conclusion of the general meeting, parents will be invited to their child's classrooms and meet staff. During the classroom visits, teachers will provide additional information on content subjects, assessment plans, and how parents can assist at home. The same information will be provided in an informational packet distributed the following day for all parents unable to attend. Teachers will maintain sign-in sheets and provide a copy to the assistant principal who will also maintain documentation on the dissemination of information, distribution methods, and timelines.

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: The Parental Involvement Plan will be summarized in a brochure that will be printed in English, Spanish, and Haitian Creole and provided to all parents in the "Beginning of School Packet." The brochure will outline the major components of the policy and will offer to provide an on-line hard copy upon request. In addition, hard copies will be available in the office and the parent resource center at South Miami Senior High. The complete Parental Involvement Plan will be posted on South Miami Senior High's website.

Written communication will be provided for parents in English, Spanish, and Haitian Creole. Translators will be available at all parent meetings and in school offices to provide translation services to ensure that parent are able to fully participate in parent meetings. Administration will ensure that an individual will be available to provide translation services in Spanish and Haitian Creole at each Title I meeting. If other languages are needed, South Miami will send the materials to the Title I office for translation. The English Language Survey results will be used to determine the number

and specific needs for translations into any language other than English. School personnel will run the report quarterly to determine needed changes based on fluctuations in student populations.

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	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)]; and	South Miami Senior High will create an EESAC composed of staff, parents, students, and community based organizations.	Administration and Community Involvement Specialist	Involve parents in their child's education	August 2016 through May 2017
2	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and	South Miami Senior High will create an EESAC composed of staff, parents, students, and community based organizations.	Administration and Community Involvement Specialist	Involve parents in their child's education	August 2016 through May 2017
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	South Miami Senior High will create an EESAC composed of staff, parents, students, and community based organizations.	Administration and Community Involvement Specialist	Involve parents in their child's education	August 2016 through May 2017
4	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)];	South Miami Senior High will create an EESAC composed of staff, parents, students, and community based organizations.	Administration and Community Involvement Specialist	Involve parents in their child's education	August 2016 through May 2017
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	South Miami Senior High will create an EESAC composed of staff, parents, students, and community based organizations.	Administration and Community Involvement Specialist	Involve parents in their child's education	August 2016 through May 2017
6	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	South Miami Senior High will create an EESAC composed of staff, parents, students, and	Administration and Community Involvement Specialist	Involve parents in their child's education	August 2016 through May 2017

		community based organizations.			
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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	Small group classes for GED Preparation	1	40	Students were offered the opportunity to participate in GED prep classes offered through Southwest and Sunset Adult Program.
2	Individual conferences regarding Technology and access to the parent portal	1	305	Community Involvement Specialist will provide individual help to parents in how to log-in and access the Parent Portal.
3	Small group conferences regarding College Readiness	1	28	Parents will gain knowledge of college readiness, scholarship information, availability of financial aid, etc...
4	Assessments discussed during individual conferences	1	2300	Instructors conducted individual conferences to discuss each child's assessment results, expectations, and goals for the school year.
5	Florida State Standards; Hard Copy dissemination of materials	2	4600	Parents were notified of grade specific brochures outlining and identifying the SSS and strategies that could be utilized to assist their child at home.
6	Small group discussion on success in High School	1	656	Parents are notified of expectations of entering students.

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	A newsletter was distributed to parents that included information on the value of parental involvement	1	2150	Improve the ability of staff to work effectively with parents by providing examples of best practices.
2	Communicating and working with parents; Train the Trainer	1	28	Improve the ability of staff to work effectively with parents.
3	Building ties between home and school	2	961	Improve the ability of staff to work effectively with parents.
4	Cultural sensitivity; Train the Trainer	1	656	Increase awareness of the various cultures of students enrolled.

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	Language	Provide translation to those who only speak spanish or Haitian Creole.

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)

count	Content/Purpose	Description of the Activity
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