## HIALEAH GARDENS SENIOR HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Louis J. Algaze , 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:** Hialeah Gardens High School 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 the District/school/family and community partnerships this plan seeks to strengthen the partnership among parents/guardians, staff, school, the community, the superintendent, and the District by providing for parents' involvement in decision making as members of school-based planning teams, local parent groups, and the District-wide committees |

**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:** Hialeah Gardens High School creates a collaborative environment in which the parents and families of our students are invited and encouraged to be involved stakeholders in the school community. Communication between parents and the school is encouraged at all grade levels, including regular parent/teacher communication, and providing parents with meaningful scope of student work. Reasonable efforts are made to communicate with parents in their primary language. The mode of communication is also adjusted when necessary to promote comprehension, acceptance, and trust. The school will organize and host ongoing parent friendly events and communicate with the parents through written, telephone, and electronic messages. The school provides a parent resource center as a place for parents to meet, post, review current bulletins and exchange information. |

**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 | PTSA/EESAC | Support the PTSA and EESAC in order to foster long term parent involvement. |
| 2 | Grade Level Orientations | Conduct Grade level Orientations to disseminate and discuss pertinent information specific to each grade level |
| 3 | The Parent Academy | Offer weekly the Parent Academy's Alternative to Suspension Program. This program serves as an alternative to outdoor suspenion or a reduction in time spent on outdoor suspension. The student must attend with a parent for two sessions. |
| 4 | Senior Parent Night | Conduct Senior Parent Night to provide parent of graduating seniors with pertinent information |

**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 | Welcome and Introductions | Dr. Louis Algaze, Bruce Moore | 09/27/2016 | Attendance Log |
| 2 | All About Title I | Dr. Louis Algaze | 09/27/2016 | Attendance Log |
| 3 | Curriculum | Dr. Louis Algaze | 09/27/2016 | Attendance Log |
| 4 | Tutorials/Interventions | Dr. Louis Algaze | 09/27/2016 | Attendance Log |
| 5 | Academic Assessments | Dr. Louis Algaze | 09/27/2016 | Attendance Log |
| 6 | Question and Answer Session | Dr. Louis Algaze, Bruce Moore | 09/27/2016 | Attendance Log |
| 7 | Develop agenda handouts, and/or presentation materials | Bruce W. Moore, Hugo Cabrera | August 2016 | Copies of agendas, Powerpoint presentation and handouts |
| 8 | Develop and disseminate flyers | Bruce W. Moore, Hugo Cabrera | August 2016 | Copies of Flyers |
| 9 | Advertise/publicize event | Bruce W. Moore, Hugo Cabrera | August 2016 | ConnectEd Calls, Flyer home to parents |
| 10 | Develop Sign In Sheets | Bruce W. Moore, Hugo Cabrera | August 2016 | Sign in Sheets for meeting |

**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:** Hialeah Gardens High School offers flexible and creative methods to accommodate parent schedules. Parent activities and events are scheduled at different times to reach the largest amount of parents possible. Additionally, home visits are scheduled if deemed necessary. |

**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 | PTSA | Administration | Monthly meetings are held to discuss the school’s policies and programs, review the School Improvement plan to ensure that actions steps are moving toward the goals of the plan. | Monthly | Increased Parental Involvement |
| 2 | Title 1 Adminstration Parent Involvement Monthly Report | Community Involvement Specialist | Provides training, informatin and supoort services that strengthen the relations between parents and the school that improve academic achievement | Monthly | Increased Parental Involvement |
| 3 | Parent Survey | Community Involvement Specialist | Provides training, informatin and supoort services that strengthen the relations between parents and the school that improve academic achievement | Ongoing | Increased Parental Involvement |
| 4 | Title 1 School Site workshops | Community Involvement Specialist | Provides training, informatin and supoort services that strengthen the relations between parents and the school that improve academic achievement | Ongoing | Increased Parental Involvement |
| 5 | Parent Resource Center | Administration, Community Involvement Specialist | Implement programs and activities that are linked to improving academic achievement | Ongoing | Increased Parental Involvement |
| 6 | Title 1 Annual Parent Meeting | Administration, Community Involvement Specialist | Implement the No Child left Behind Act and increase academic achievement through parental involvement | September 27, 2016 | Increased Parental Involvement, Attendance Logs |
| 7 | EESAC | Administration | Monthly meetings are held to discuss the school’s policies and programs, review the School Improvement plan to ensure that actions steps are moving toward the goals of the plan. | Monthly | Increased Parental Involvement, Attendance Logs |

**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 | Faculty Meetings | Administration | The instructional staff is provided with new information relevant to education, District and State assessments. This information may be disseminated through teacher/parent conferences, etc. | August 2016-June 2017 | Parent Communication Logs |
| 2 | DAC General Meeting | Administration/Community Involvement Specialist | Parent Involvement | December 2016, April 2, 2017 | Increased Parental Involvement |
| 3 | Community Involvement Specialist Orientation Meeting | Administration/Community Involvement Specialist | Parent Involvement | October 13, 2016, November 9, December 2016 | Increased Parental Involvement |

**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:** Hialeah Gardens High school provides assistance to parents as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children. Additionally, parents may access information through the school web-site or on-site Parental Resource Center. The Parent Resource Center provides a space for parents to meet, post, and review current bulletins, as well as exchange information. |

**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:** Communication between parents and the school is encouraged at all grade levels. The mode of communication is also adjusted when necessary to promote comprehension, acceptance, and trust. Hialeah Gardens High School distributes annually to parents, at the onset of the school year, the Title I Program Notification Letter, in a format, and to the extent practicable, in a language parents understand. The school administration, in collaboration with the teachers and parents, plans parent nights to inform and explain the curriculum, the forms of academic assessment used to measure student progress, and the proficiency levels expected. Parents are afforded the opportunity to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children through PTSA/EESAC meetings. |

**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:** Hialeah Gardens High School makes reasonable efforts to create a welcoming environment within the school building that is clearly accessible to parents. Efforts are made to assist parent in understanding the needs and rights of their children, including children with varying exceptionalities. |

**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:

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | Maximize parental involvement and participation in their children's education by utilizing flexible and creative methods to make every reasonable attempt to arrange and accommodate school meetings to suit parents' schedule. | Administration/Community Involvement Specialist | Parent Involvement | throughout the year |

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 | Limited English proficiency | Provide translators and use translation equipment during all presentations. Provide parent information in various languages |
| 2 | Parent participation due to work schedule | Continue to provide flexible meeting times |