

**ROOSEVELT ACADEMY Title I, Part A Parental Involvement Plan**

I, Debra Edwards, 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)].

Date Signed

 10/13/14

Signature of Principal or Designee

**Mission Statement**

Parental Involvement Mission Statement (Optional)

**Response:** District and School-based Title I 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.

## 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:** Parents are involved in the decision making process and writing/revisions of the School Improvement Plan, School Plan Summary, Compact and Parent Involvement Plan. Our Title I annual meeting is held in August at two flexible times and repeated in September for those unable to attend at the earlier date. Information such as testing, school rating and expectations for student success are shared. Title I information such as parental rights, compact/plan, parent survey and parental involvement activities are also discussed at the annual meeting. Parents are encouraged to volunteer for our SAC committee, and voted on each September. New membership recruitment occurs in the spring, via newsletters and school messenger. Our annual open house and Title I meeting are both utilized to invite parents to volunteer and potentially become SAC members. Each year, the committee makes recommendations, reviews and approves the Title I mandated percentage for parental involvement expenditures. Title I information is presented at each SAC meeting and parent involvement meeting. 2014-2015 parental involvement expenditures are directly related to school needs and suggestions from parent survey results. This year's parental involvement expenditures will include parent newsletters and a Title I Paraprofessional.

## 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	Title I, Part A	Title I, Part A, funds school-wide services to Roosevelt Academy. The Title I funds provide supplemental instructional resources and interventions for students with academic needs. Title I, Part A, support provides after-school instructional programs, supplemental instructional materials, technology for students, professional development for staff and resources for parents.
2	Title X - Homeless	The Hearth program, funded through Title X, provides support for identified homeless students.
3	Violence Prevention Programs	Title IV provides drug prevention programs in schools in order to provide a safe school environment.
4	Title II	Professional development resources are available to Title I schools through Title II funds. In addition, School Technology Services provide technical support, technology training, and licenses for software programs and web-based access via Title II-D funds. Funds available to Roosevelt are used to purchase updated technology like projectors and SMART boards for instructional purposes.
5	Title I, Part C-Migrant	Migrant students enrolled at Roosevelt will be assisted by the school and by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on need and migrant status. MEP Teacher Advocates, assigned to schools with high percentages of migrant students, monitor the progress of these high need students and provide or coordinate supplemental academic support. Migrant Home-School Liaisons identify and recruit migrant students and their families.
6	Title III	Title III provides supplemental resources for English Language Learners (ELL) and their teachers in Title I schools, as well as professional learning opportunities for school staff.

## 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	Parent Notification of Annual Meeting	Principal/ Parent Involvement contact	August 2014	invitation/ parent sign-in
2	What is Title I	Parent Involvement contact	August 2014	Parent survey at conclusion of meeting, agenda, minutes
3	Common core and testing	Principal	August 2014	Parent survey
4	SAC and parental involvement opportunities	Principal	August 2014	Parent volunteer interest survey
5	Right to know information	Parent Involvement contact	August 2014	Title I TASK box
6	Title I Annual meeting # 2	Principal / Parent Involvement contact	September 2014	Parent sign - in sheets, survey

## 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:** In addition to the Title I Annual Meeting and Parent training opportunities, each student and parent will be invited to their annual IEP meeting. Flexible scheduling will be offered as well as the availability of a bilingual and hearing impaired interpreters when needed. Parent conferences can also be scheduled before school and during team planning periods. Evaluations are provided at our September meeting and include options for days and times that work best for parental involvement activities.

## 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	Core curriculum / Assessments and Effective school/home communication	Principal, Parent Involvement contact, staff	Defining clear academic goals	September 2014	Parent evaluation provided at each meeting
2	Fall Fest and celebration assembly	Principal, staff	Empowering parents by providing meaningful materials/strategies encourages positive	October / November 2014	Parent feedback/evaluation provided

			school-parent relationships.		
3	Parent newsletters	Parent Involvement contact	Communication between school and home increases student achievement	Monthly / each nine week period	Parent Feedback via Title I survey
4	Welcoming environment to include "family parking" and ease of movement when visiting the campus	Principal, Parent Involvement contact	Involved, informed parents increases ownership and pride in the school program	Ongoing	Parent Feedback via school survey
5	School based business expo and book fair	Principal, staff	Involved, informed parents increases student achievement	December 2014	Parent sign-in sheet (when using parent resource area)
6	Annual Title I meeting	Principal, Parent Involvement contact	Involved, informed parents increases student achievement	August 2014 and September 2014	Parent sign-in sheet, evaluations
7	Spring Fling	Principal, staff	Creating positive parental involvement	April 2014	Parent sign-in sheet, evaluations
8	School based business spring expo	Principal, staff	Creating positive interactions between school and parents will lead to better communication	May 2014	Parent sign-in sheet, evaluations
9	School / Team websites	Principal, staff	Communication	September 2014	Parent sign-in sheet, evaluation

## 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	Google apps and technology	Technology trainer	Utilized for increased parent and student communication	Ongoing	Team websites
2	DATA Day	Principal	Individualized instruction	September 22nd 2014	lesson plans, observation, peer observation and feedback
3	Florida State Assessments and progress monitoring	Principal /Assistant Principal	Instructional methods	September 2014	Meeting notes/lesson plans
4	BIP update	Program Facilitator	Positive behavioral supports and parent communication increase student success	Ongoing	BMS documentation / point system
5	Staff book study "The Essential 55"	Administration, staff	Teaching choices and setting high standards	Ongoing	Meeting notes / PLC minutes



			creates a safe learning environment.		
6	Parent conferencing	Title I Facilitator / parent involvement	Strong parent involvement increases student achievement	Ongoing	PLC meeting notes / conferencing agendas
7	Threat assessment training	Administration	School safety	October 2014	follow-up
8	Team website training	Technology team / network manager	Increase in communication	September 2014	website

## 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:** Parents will be provided a quarterly newsletter with helpful information and opportunities to get involved at their child's school. In addition, a parent resource room is located on campus and includes a computer area for parent use, along with materials for parent checkout. Parent meetings will focus on resources to help their child be successful and based on information obtained from parent feedback. An additional parent resource "The Middle Years" provides useful parenting information and academic tips. This resource will also be sent home quarterly to increase parent involvement and communication. This year each grade level team will have their own webpage that will provide specific information related to their child's upcoming events, field trips, and classroom activities. This personalized approach will add another layer of parental involvement and effective communication to our program.

## 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:** A Title I annual meeting will provide families with information on the Title I program and services that are available to both parents and students. This meeting is offered twice in August and again in September. Specific Title I information is also available on our school website. The school compact is distributed in September and discussed at each IEP meeting. The school plan summary is sent home with each student and the entire plan can be found on our school website in different languages. An annual IEP meeting is required by law to discuss present levels and student progress. In addition, individual student progress reports are sent home with report cards each 9 week period. Academic expectations and student assessments are presented at orientation, but covered more in-depth at our first parent meeting held in September. In addition to the IEP process, flexible parent teacher meetings can be scheduled before school or during a planning period. For parents with computer access, E-mail is a quick way to communicate with teachers as well as the Polk County Parent Portal where much information can be found.

## 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:** Several staff members are bi-lingual and utilized as Spanish translators for meetings and phone conversations. The school compact and summary brochure are available in both English and Spanish, and can be found on our school website. Sign language interpreters and a teacher for the hearing impaired are also on campus and can be available for meetings with notice. Our school social worker is vital for attendance concerns and home visits when necessary. Weekly mental health services are available weekly if approved and included on the IEP. All students at Roosevelt Academy receive ESE services, including but not limited to an IEP process conducted by an ESE facilitator, flexible scheduling and testing, ability grouping and other accommodations as determined by the IEP committee. Parents are invited and have full access to the decision making process related to their child's academic needs. Parents are provided with additional progress reports at each nine week grading period related to their child's individualized goals and current progress.

## 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	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)];	Parental Notification of Meetings and possible venues	ESE Facilitator and/or teachers	Communication between parent and school is a necessary part of a child's educational success.	Ongoing

## 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](#)

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### **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](#)

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

### **Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	DATA day	1	28	Student performance, addressing appropriate achievement goals, learning gains
2	Title I info and testing, assessments, grade level meetings	1	24	Informed families / clear expectations and working together increases student achievement
3	Nine week celebration / motivational speaker	3	15	Building strong relationships with parents

### **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	Behavior management and interventions	1	26	Ongoing student and parent support
2	essential 55	8	30	Social skills and dealing effectively with one another
3	Parent conferencing	3	26	How to manage and document parent teacher meetings

### **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 current 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	Interpreters for evening events	Advance planning and preparation
2	Financial considerations	Planning meaningful parent events and scheduling training opportunities together
3	Not a community school (parents must travel a long distance)	Flexible scheduling of events and proper prior notice
4	Timely notification	Use of connected, newsletters and agendas for notification.

### **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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