

IMMOKALEE HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Kenneth Fairbanks, 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 school wide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: A child's education is a shared responsibility the school and family. Immokalee High School's mission is to create a better school and community through shared education responsibilities.

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: Our SAC meetings are advertised with topics in the Immokalee Bulletin, Spanish radio, and on the school marquee. The Title I plan was reviewed and approved by SAC which is comprised of over 50% parents. A link to our Title I plan is available on our school website along with our School Improvement Plan.

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	The Title I Manager for Parent Involvement conducts parent trainings in our community. Flyers will be sent inviting parents to participate and announcements will be made to students as well as SAC members.

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 (school wide 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	Annual Title I Meeting	Principal	August 24, 2015	1. The Annual Title One Meeting will be held on August 24, 2015. Flyers notifying parents of the location and time will be sent home in three languages (English, Spanish and Creole). 2. Parent Involvement brochures will be distributed to each parent at the meeting. 3. The Title One Program guidelines, purpose, and expectations will be discussed. 4. Parents will be given an opportunity to ask questions.
2	Open House	AP-C/AP- A & D	August 24, 2015	Parent and student sign in sheets, advertisement artifacts, parent and student surveys

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: Meetings throughout the year will be held at a variety of times and days of the week, such as Saturday orientation. In some cases, it may be necessary for an Administrator to stay beyond the regular scheduled school day in order to accommodate parents/ students' needs. It may also be necessary for an administrator to make home visits if parents are unable to come to the school.

Additionally, Migrant Resource and the Home School Liaison will conduct home visits on

an as needed basis. Further, these staff members will provide transportation to parents who do not have transportation in order that they may attend parent conferences.

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	Parents will be informed of teachers not meeting Highly Qualified Teacher qualifications and of the right to request information about the teachers and paraprofessional qualifications. Flyer will be developed to address the latter.	Principal	Highly Qualified Teacher requirements are intended to insure the students are being taught by instructors who are HQT and of high quality.	September 2015, February 2016	Copies of letters and fliers.
2	Parent trainings will be offered based upon parental needs	APC, AP- A/D	Parent needs will be supported in order that they may better support the achievement of their student.	Ongoing	Training Agendas, Parent sign in sheets
3	Orientation is used to familiarize freshmen and new students to Immokalee High School	Principal	Parents are invited to tour the campus in order to become familiar with the layout of the school as well as speak with teachers, coaches, club sponsors, guidance counselors and administration.	August 2015	Schedule pick up, advertisement artifacts, student surveys
4	Provide parents with important information specific to their student i.e. attendance, FCAT scores, teaching strategies, discipline through parent/teacher conferences, student led conferences, and grade level meetings	Principal, APC, AP-A/D, Teachers	Parents are provided with very specific information about their child in order that they may be an informed member of the learning team for their child. The student academic plans contain: number of absences, discipline referrals, testing data, and current progress by student.	First week of school then ongoing thereafter.	Signed compacts, sample compact on file, sample copy of individualized FCAT report that is sent home via backpack
5	Senior Graduation Requirements	Guidance / Senior Sponsor	Parents are informed of the graduation requirements for their students in order to ensure all parties are aware of expectations	August 31, 2015	Parent and student sign in

			and scholarship opportunities.		
6	Parent survey results will be used to formulate next year's PIP	APC, AP-A/D, Principal	Parent input will be used to form the PIP	March 2016	PIP 2016

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	We will continue to offer Professional development on "How to hold positive parent conferences" to all faculty and staff. This professional development will also be a requirement for all new teachers to Immokalee High School.	Principal, APC, AP-A/D, Instructional coaches	When parents are treated in a manner which makes them more comfortable in working with the school, they will more readily become involved in their child's learning process.	Ongoing	Training sign in sheets, parent survey results

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: IHS College Night will be organized by the Principal, AP-C and the Head of Guidance. The timeline for this event is February 2016. Parents will be notified via advertisement artifacts, phone dialer, as well as through the IHS website. Evidence of effectiveness will be provided by parent sign in sheets and parent survey of the event results.

Project Graduation meetings will be organized by the Senior Sponsor and Activities Coordinator. Parents will be encouraged to attend in order to make the event a success. The timeline for this event is May 2016. Monthly meetings will occur prior to the event. Advertisement artifacts, parents sign in sheets and parent volunteer logs will be used to demonstrate the effectiveness and completion of the activity.

School volunteer opportunities- The AP-C, AP- A/D, Activities Coordinator, Head Counselor and Class Sponsors will organize opportunities for parents to volunteer at school and for school activities. These opportunities will be ongoing and parent volunteer logs will be used to demonstrate the effectiveness and completion of parent volunteering.

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 school wide 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: Class schedules and an opportunity to complete an On-line Free/Reduced Lunch application are provided to students and parents at our orientation in August. Title I program information and course syllabi is provided at our Open House which occurred August 24, 2015 and during the first week of classes.

At the orientation, parents and students are free to walk about the campus after having retrieved their child's schedule in the guidance office. They also have access to several booths and displays in the courtyard which provide information about: resources, supports, services, clubs, and activities to support their child's success.

At Open House in August, Parents and students are directed to the auditorium to attend the Annual Title I meeting. At this time, the "Parent's Right to Know" booklet and "The First Teachers" brochure are available in the event the child did not take the information home during the first week of school. At the conclusion of this meeting, parents are given the opportunity to meet and speak with their child's teachers and are provided the course syllabi if the parent has not received one or request an additional copy. During the first week of classes, the students receive their syllabi and are asked to take them home, review them with their parents, and return signed to the teacher for extra class credits.

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: At all parent events, embassy style translation systems are in use. Parents can listen in Spanish or Creole. All school information is sent home in the student's native language as well as English. An auto dialer is also generated in three languages informing parents that information has been sent home by students.

Handicap access is guaranteed as all of our meeting rooms are on the ground level. In a case where it would be necessary to meet in the media center on the second floor, the elevator would be made accessible through use of a key by staff.

Translators are used at parent conferences, student led conferences, and IEPs to insure parents, teachers, administrators, and staff comprehends and works together towards student success.

Weekly announcements through School Messenger (phone dialer system) is provided by the school principal in English, Spanish and Creole to inform parents of upcoming events such as SAC meetings, Open House, upcoming events and special recognitions.

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)];	Home Visits, Parent-teacher-guidance and admin. Conferences.	Assistant Principal Curriculum, Assist. Principal Attendance and Discipline, and Instructional staff	Research shows that student achievement increases as parent involvement increases.	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](#)

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	Parents were informed of HQT qualifications and the right to request information about teachers	2	270	Highly Qualified Teacher requirements are intended to insure the students are taught by instructors who are highly qualified.
2	Parents were provided important information specific to their student on a continuous basis	3	344	Parents were provided with very specific information about their child for the purpose of including them as an informed member of the learning team of their child. The student academic plans contain: number of absences, discipline referrals, testing data, and current progress of student.
3	Parent survey results were used to formulate SY 15 PIP	1	113	Parent input was used to create the PIP
4	Parent trainings were offered based upon parental needs	6	5	Parent needs were supported in order for them to better support the achievement of their child.
5	Annual Title One Meeting	1	34	Parents were informed on how the school functions in terms of funding and the resources that are available to ensure the success of all students
6	Orientation for incoming freshman in the gymnasium.	1	300	Parents are given an opportunity to meet and collaborate with 9th grade teachers, club sponsors, athletic coaches, counselors, and administrators.
7	Town Hall Meeting with Superintendent	1	1	Parents are informed of the Superintendents goals for the district and well as the strategies that will be used to bridge the achievement gaps of the students in Collier County.

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	Professional development was offered to all faculty and staff and was required of new faculty.	1	5	When parents are treated in a manner which makes them more comfortable in working with the school, they will more readily become involved in the learning process of their child.

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 in both Spanish and Creole
2	Migrant parents with no transportation to attend activities.	Provide transportation utilizing available van from FSG on an as needed basis.
3	Ongoing communication	Provide person to person parent contact in addition to frequent auto dialers and emails as appropriate.

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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