

## **Interlachen High School Title I, Part A Parental Involvement Plan**

I, Bryan Helms, 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 ©(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 police [Section 1118(a)(E)];
- If the plan for Title I, Part A , developed under Section 1112, is not satisfactory to the parents of the 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 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 had 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 students classroom teachers and paraprofessionals [Section 1111(h)(6)(A)].

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**Signature of Principal or Designee**

**Date Signed**

## Mission Statement

**Response: To create a relationship between school and home that fosters educational involvement by all stakeholders.**

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## Involvement of Parents

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of the Title I programs including the involvement in the decisions regarding how the funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)];

### Response:

The administration at Interlachen High School invites all parents of our students to attend and serve on our School Accountability Committee (SAC). SAC meetings are held in the Media Center at the school during the months of September, October, November, December, February, March, and April. Title I funding, educational programs, and data updates are discussed at the SAC meetings. All meetings are documented through agendas, minutes, and sign in sheets. Parents will also have access to the Parent Support Network and Skyward Parent Portal. Parent feedback on the success or needs of our program(s) is/are gathered through the annual parent survey through Title I.

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## Coordination and Integration

Describe how the school will coordinate and integrate parent 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, and Title VI [Section 1118(e)(4)].

Count	Program	Coordination
1	Parent Night	Guidance coordinates with Administration
2	PIDAC	District Parent Involvement Team - parent liaison(s) advocate(s) for the school
3	LEP/Migrant	Coordinated with Guidance to ensure that all services are equitable and liaison advocates for migrant students and parents at all appropriate meetings.
4	Title X	Homeless Project Praise Coordinates services with Guidance to ensure that all services are equitable and liaison advocates for migrant students and parents at all appropriate meetings
5	SAC/Parent Resource Network	Coordinated through Student services and parent volunteers

## 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	Title I/Open House Meeting shared rights of parents & school choice, Title I info, and AYP as well as ways the school intends to meet these goals	Administration	September 5, 2017 6:00 p.m - 7:00 p.m.	Increased parent participation and involvement increases student effectiveness and achievement.

## 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, such as services related to parental involvement [Section 1118(c)(2)]

### Response:

1. Morning SAC meetings
2. Monthly evening parent nights
3. IEP and MTSS meetings every Wednesday with accommodations for parents schedules
4. Flexible parent conference times are offered to parents and guardians with teachers often accommodating parents with children by offering something for the child to do during the meeting with the parent.

## 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 achievements [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	Activity/Tasks	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Midterm progress reports are sent home with all student for parent awareness of grades	Teachers and Administration	Informs parents of current student progress and promotes achievement	Quarterly	Engaged parents promote better grades
2	Parent Conferences/MTSS & IEP Meetings	Teachers and Guidance	Academic/Behavioral Progress	As Needed	Informed parents become active parents
3	School Messenger Call Out System to inform parents of happenings at school	Administration	Informed parents helps produce better student attendance and academic success	Ongoing	Informed parents become active parents
4	Orientation and Parent Night(s)	Administration	Teachers inform parents about skills that their kids are currently working on and explain how they can help support at home	Aug., Sept., Oct., Jan., & Mar.	Informed parents promote better grades
5	Facebook Page and SAC Meetings	Administration	Using FB for promoting school events is one way IHS establishes community outreach. Likewise, we invite community members and business partners to be an active part of our SAC throughout the year.	Monthly	Community outreach helps establish connections and partnerships between the school and local community that help support student achievement.

## 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	Bi-Weekly PLCs and Monthly Data Chats with Administration	Administration	Teachers are reminded of the importance of keeping parents informed of student	Bi-Weekly and Monthly	Increased student achievement

			achievement for parent and community connections		
2	Staff In-Service Effective Communication & Commitments	Administration	Commitment to keeping parents informed through a variety of methods of effective communication	Pre-Planning	Increased teacher awareness of the importance of keeping all stakeholders informed of student progress

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### 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 education of their children [Section 1118(e)(4)]

#### Response:

School website, School Messenger phone system, school Facebook page, and quarterly newsletters; the use of the parent portal on Skyward will be utilized more by parents.

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### Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]

- Timely information about 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)];
- Parent-scheduled conferences are available upon request for the purpose of shared decision-making relating to the education of their children [Section 1118(c)(4)(C)];
- If the schoolwide program plan under Section 1114(b)(2) is not satisfactory to the parents of participating children, the school will include and submit the parent comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

#### Response:

Title I Parent Survey for Comments.

- Title I meeting at the beginning of the school year provides description and explanation of curriculum, forms of assessment and info on expected proficiency levels
- Title I flyer
- IEP meetings held on Wednesdays
- ESOL/LEP meetings as needed through Guidance
- Parent Nights
- SPAR

- MTSS meetings
- Parents will be notified of all meetings via Messenger phone system, flyers, website, and school Facebook

Title I surveys supply parents with the opportunity for input on school plan.

Parent comments expressing dissatisfaction with the schoolwide program plan will be submitted to the LEA Parent and Family Engagement Liaison to be added to the plan and submitted.

## 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 extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

1. Interlachen is handicap accessible
2. A translator is available for requested meetings/document translations and to serve as an advocate for parents that speak spanish only.
3. Migrant advocates are available to provide services for migratory families as requested.

## Discretionary Activities

These activities are optional.

## Evaluation of the previous year's Parent 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	Open House	1	72	Parents made aware of graduation requirements and state requirements will help increase graduation rates.
2	Parent Night/Title I Meeting	1	14	Increase parent knowledge
3	Parent Conference week for seniors	1	68	Parents made aware of graduation requirements and state

				requirements will help increase graduation rates.
4	Open House for incoming 9th graders	1	104	Increase parent knowlege

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### Staff Training Summary

Provide a summary of the professional development 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 implementations 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	Marzano Training	3	40	Training on best practices for student achievement
2	Growth Plans	1	40	Training on how to do growth plans for teacher improvement
3	PLC Training	20	40	Mission statement, Vision, Motto, PLC structures, Shared Faculty Commitments, PLC forms, Meeting Schedule
4	Differentiated Instruction PD	4	40	PD on differentiation aligned to our PLC goal
5	MTSS PD	2	40	PD on MTSS process

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### 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 Specific Subgroup)	Steps the School will Take to Overcome
1	Parents not attending	School Messenger, Facebook, Webpage
2	Parent contact information not updated	Pupil Information sheets sent out





