

COTTONDALE HIGH SCHOOL

2016-2017 Title I, Part A Parental Involvement Plan

I, Ken Granger, 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)].



3-13-17

Signature of Principal or Designee

Date Signed

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: The School Advisory Council (SAC) is the committee that supports decisions on parental involvement at Cottondale High School. These decisions include the Parental Involvement Plan through the SAC Meetings. The person responsible will be SAC Chairperson, Staff Members on the SAC and the School Administrator. These meetings will be four times a year: two in the fall and two in the spring. This will be measured by the adequate progress of the School Improvement Goals and objectives, and the SAC Committee's approval of the next year's Parental Involvement Plan. Cottondale High School follows the requirements of State Statute 1001.452 in the selection of members to serve on the SAC. Additional items the SAC will discuss, review, and revise with the input and/or feedback from parents: Review of the student/schools achievement on ELA (First meeting and also done in Title I Annual Meeting, students through reports and parent conferences); Review of student/school achievement on district assessments; (First Meeting and Title I Annual Meeting, each time the assessment is given); Dissemination of the School-wide Program Plan via the School Improvement Plan; School/District Accountability Report Card; inclusion of parents in the decisions on how to spend the schools' parental involvement allocation; School Parent Involvement Policy/Plan and Parent Compact; Notification of resources available through the State Parent Information and Resource Centers; Parent's Right to Know; Notification of students receiving instruction from a non-qualified teacher after 20 consecutive days. The SAC Meeting minutes will reflect the input from parents on the above topics. The minutes from the prior meeting are approved at each meeting to ensure accuracy of meetings. Requests from parents through the SAC Meetings and other correspondence on additional topics identified in Section 1116 or strictly based on a parent's need is addressed in the SAC Meeting, when appropriate, and/or staff meetings to determine the feasibility of implementation and return on investment.

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	Homeless Education	The school and the homeless liaison communicate frequently to meet the needs of homeless children and their parents. Weekend food backpacks will be given out on Fridays to help families in need.
2	Title I, Part C	The district and school coordinate Panhandle Area Educational Consortium to provide parental involvement activities and translation services to ensure their involvement in the school.
3	Exceptional Student Education	Parent Involvement activities are coordinated by including input from parents of ESE students and working together with the ESE Office to ensure their unique needs are met.
4	Title I, Part D	The school coordinates its efforts with Title I, Part A, Title I, Part D and Title VI to reach more students with remedial and enrichment activities to support increased student achievement.
5	Title VI	The school coordinates its efforts with Title I, Part A, Title I, Part D and Title VI to reach more students with remedial and enrichment activities to support increased student achievement. Title VI also supports goals for increased graduation rates.
6	Title II	This program supports Content Specialists that provide job-embedded professional development, stipends for teachers to receive professional learning to

		support improved student achievement, support for Beginning Teachers and other professional learning resources to support teachers and school administrators.
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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 Night/Title I Annual Meeting	School Administrator	First Semester	Meeting Minutes, Sign-in sheets, annual parent survey issued in the Spring

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: As a result of the review of the parent survey responses to the best time/day for school to offer activities/trainings, the following has been established as meeting times for school personnel and parents to meet: teacher planning during school day, after school (around 3 p.m.), parent nights, Title I Annual Meeting (evening 6:00 p.m.), and Open House the day before school starts in the afternoon.

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	Parent/Teacher Conference for every child	Teacher/Guidance	Improve academic, social and emotional development of the student through parent support.	All Year	A log of the parents and the students attached to that parent for record keeping
2	Open House	Administration	Orients Parents and Students for new school year	Afternoon before 1st day of school	Sign-In Sheets
3	Reading Training for Parents	Administration/Teachers	Parents will feel more comfortable and capable of assisting their child with homework or the completion of assignments on a specific standard.	January	Sign-In Sheets, presentation, content provided to parents

4	Mathematics Training for Parents	Administration/Teachers	Parents will feel more comfortable and capable of assisting their child with homework or the completion of assignments on a specific standard.	December	Sign-In Sheets, presentation, content provided to parents
5	College and Career Night	Guidance and School Administration	Parents and Students will receive information on colleges and careers	Fall	Sign-In Sheets, presentation, content provided to parents

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	In-service	School Administrator	Title I discussion/updates, compacts, Parent Involvement Plan, Parent/Teacher conferences, communication	January	PAEC Follow-Up
2	Faculty Meetings	School Administrator and Teachers	Teachers that communicate with parents about curriculum/standards/class expectations and their importance for achieving desired student outcomes will have more support from home in the classroom and students will learn more and have a greater likelihood to learn more.	All Year	Teacher Evaluations; Sign-in sheets

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: The web-based school page will be updated as new activities and events are upcoming in the school for middle and high school students. The school sign will post upcoming events, parent activities, and information to facilitate parent participation. The webpage will have a link that parents can access that will explain Florida Standards.

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: -Title I information will be provided to parents at the Annual Title I meeting held in the fall and at School Advisory Council meetings held quarterly.

-Parents and students will be given information concerning curriculum and assessments through course syllabus, classroom policies/rules/grading procedures, etc., at Open House and the first day of class, in addition to the FOCUS portal. Assessment progress is disseminated through the parent/student result reports included with the end-of-year student report card, which is picked up by the parent in the front office.

-All parents have the opportunity to request meetings throughout the school year with administration, teachers, and/or guidance counselors to participate in, and give suggestions about, their student's education. The quarterly school advisory council meetings are open to all parents, and are advertised on the school website and school sign. Parent attendance is recorded on sign-in sheets and parent input is encouraged at the meetings and documented through the meeting minutes.

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: Parents of students with disabilities are encouraged to participate in IEP meetings, parent meetings and parental involvement activities with an ESE teacher present. The school is equipped for both parents and students with disabilities to have full access of the school, which is in compliance with ADA.

-Parents of ELL students are provided with an interpreter from PAEC for parent meetings. Information can be provided in their native language if requested.

-ELL students and migrant students are identified through the home language survey, which is part of the registration form.