

## School Parental Involvement Plan

### ASSURANCES

Healthy Learning Academy agrees to:

- 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(a)(3)(B)];
- 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(a)(2)];
- Jointly conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the school's parental involvement policy [Section 1118(a)(E)];
- Use the findings of the parental involvement policy evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];
- 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 section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) [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, as described in Section 1111(h)(6)(A) [Section (h)(2)(6)(A)].

## 2010-2011 School Parental Involvement Plan

### Parental involvement Mission Statement (Optional)

Healthy Learning Academy believes that school, parents, and students need to work together as a team in order for students to receive the highest quality education possible. Families will also support the school's overall mission to teach and incorporate healthy lifestyles choices.

1. 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 education services, and the rights of parents. Include timeline, persons responsible, documentation to be maintained, and the steps to ensure that all parents are invited and encouraged to attend [Section 1118(c)(1)] .

Activity/Task	Person Responsible	Timeline	Evaluations
Send home initial written invitation at least one month in advance w/ RSVP spot	Principal	One month in advance	Sign in sheets and surveys from Title I Annual Meeting
Send home written reminder weekly in classroom newsletters	Teachers	Weekly until meeting	Sign in sheets and surveys from Title I Annual meeting
Inform parents by email and post notice on school website	Principal	Email-week in advance Website – one month in advance	Sign in sheets and surveys from Title 1 Annual meeting
Posted notice on bulletin board and on morning sign-in table	Principal	Bulletin board (one month in advance) Sign-in table (daily)	Sign in sheets and surveys from Title 1 Annual meeting
Hold annual meeting/maintain documentation	Principal	Aug/Sept	Copies of agenda, presentation, handouts, sign-in sheets

2. 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)].

Parent Involvement Meetings are held monthly. Most are held during the evening, with two or three held during school hours. Additional meetings will be based on parental input regarding the ability to attend, and facility availability. The school offers childcare during Parent Involvement Meetings.

3. 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)].

Committee members are solicited through newsletters and at annual title I meeting. All who are interested are invited to join. The School Advisory Committee meets to review the School Improvement Plan, the Parental Involvement Plan, and Title I Interventions. We have a core membership of School Advisory Committee members, including a school board liaison. Multiple means of invitations are extended to all parents to attend each meeting. Input of parent attendance is documented in meeting minutes.

4. 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
  - Note: If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

Title I school programs are discussed in-depth at the Annual Title I Parent Meeting. Curriculum, assessments and proficiency levels are discussed at this meeting. Additionally, parents are informed of grade level expectations at the beginning of each year and at the end of each year in preparation for the following year. Parents are updated of student progress through progress reports, report cards, and assessment reports which evaluate individual student progress throughout the year. This data includes standardized test scores and evaluations in addition to math and reading basal assessments. The school schedules a minimum of two parent/teacher conferences each year. Parents are encouraged to schedule additional meetings as needed. The school monitors that Title I information was provided by having each parent sign cover sheet when it is received. Attendance at Parent meetings is documented on cumulative checksheet.

- Describe how the school will implement activities which 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 children to improve their children’s academic achievement [Section 1118(e)(2)].

<b>Content</b>	<b>Type of Activity</b>	<b>Person Responsible</b>	<b>Correlation to Student Achievement</b>	<b>Timeline</b>	<b>Evaluation</b>
Family Reading Night	How to help your child read at home	School staff	Build strong reading skills	September	Reading assessments Parent evaluations & sign in sheets
Family Math Night	How to help your child with math at home	School staff	Build strong math skills	January	Math assessments Parent evaluation & sign in sheets
Parental volunteer requirement	Parents are required to donate a minimum of 20 volunteer hours each school year.	Parents	Students feel encouraged and supported when parents are involved in their education	Aug-June	Parent Volunteer Log

Holiday Gatherings	Thanksgiving, Holiday and Field Day family programs	School staff and families	These activities build community	Nov. Dec. May	Program surveys and sign in sheets
Success in School Meeting	Grade level expectations are reviewed with parents as are strategies for a successful year	School Staff	Parental knowledge of expectations supports children's education	Fall and spring	Program surveys and sign in sheets
School/Parent/Student Compact	Provides commitment by all parties for the good of the student's educations	School Staff Principal Parents Students	All parties are informed and in agreement as to the importance of participation in children's education	August and ongoing	High level of academic and achievement success rate
Pre-enrollment tours	Parents are encouraged to tour school before completing pre-enrollment packets	School Staff	Provides parents with prior knowledge of school's programs and staff	Previous winter and spring	Enrollment and parent feedback
Kindergarten Meet and Greets	Provide parents with a framework of the school's programs and expectations	School Staff	Provides parents with knowledge and strategies to prepare their child for success in Kindergarten	Previous spring	Enrollment and parental feedback

- Describe the training for staff the school will provide to educate its 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)].

Content of the Session	Person Responsible	Timeline	Correlation to Student Achievement	Evaluation
Book Study <u>Working with Parents</u> by Ruby Payne	Principal	August-June	Stronger communication between school and parents leads to increased achievement	Sign-in sheets Evaluation Reflections Follow-up activities

7. 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, Reading First, 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)].

Program	Coordination
Head Start	The school provides families with information about the school and invites them to attend a Success In School meeting in Spring. Teachers provide parents with information about expectations for Kindergarten and ways that parents can help prepare their children to be successful in school. The school informs parents through the school website, school marquee, advertising and word of mouth.

8. 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)].

Activity	Specific steps	Person Responsible	Timeline	Evaluation
Parent Resource Center	School will provide reference materials for parents	School Staff	August - June	Check out of materials
School Advisory Committee	Provides parents input into school's programs and operation	Principal	ongoing	Sign in sheets Participation in SAC

Numerous ongoing and special event volunteer opportunities	School provides, encourages and requires multiple and various volunteer opportunities	School Staff	Ongoing	Volunteer logs/ school surveys
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9. Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents of children 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)].

School offers equal access for families of all students to participate in parental involvement activities. Reasonable accommodations within the school environment and capability will be provided. ELL reports are printed four times a year.

**Discretionary School Level Parental Involvement Plan Components**

Check if the school does not plan to implement any discretionary parental involvement activities.

Check all activities the school plans to implement:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)]
- Providing necessary literacy training for parents from Title I, Part A funds, if the school LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)]
- Training parents to enhance the involvement of other parents [Section 1118(e)(9)]
- Maximize 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)]
- Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]

- Establishing an LEA-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs [Section 1118(e)(12)]
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request [Section 1118(e)(14)]

10. Describe how each discretionary activity checked above will be implemented.

Healthy Learning Academy provides free childcare and hires a local children’s musician to entertain children during Parent Involvement Nights.

Activity	Description of Implementation Strategy	Correlation to Student Achievement	Person Responsible	Timeline
Parent Involvement Nights	Childcare to enable parents to attend on a regular basis	Increases parental involvement, which in turn leads to increased student achievement	Principal and staff	Aug-May

**Parent-School Compact:**

As a component of the school-level parental involvement 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)].

Provide the LEA electronically the Parent-School Compact and evidence of parent input in the development of the compact.

## **Adoption**

This School Parental involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by School Advisory Committee sign-in sheets and open invitation to all parents to participate in planning.

This plan was adopted by the school on May 24, 2010, and will be in effect for the period of 2010/2011 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before 09/30/10.

Ann Marie Egan, Principal

May 24, 2010