

## **SOUTH AREA ALTERNATIVE LEARNING CENTER Title I, Part A Parental Involvement Plan**

I, Melissa Catechis, 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)].

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**Signature of Principal or Designee**

**Date Signed**

### **Mission Statement**

Parental Involvement Mission Statement (Optional)

**Response:** South Alternative Learning Center will maintain a learning community that facilitates a positive and safe environment to promote students' self-reflection and personal improvement, teamwork, measurable and attainable academic goal-setting, student-centered learning and collaboration.

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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 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 South Alternative Learning Center involves parents in their students' academic achievement by meeting with every parent individually during the initial intake. Parents and students meet with the principal and/ or guidance counselor. Parents are given information about the school expectations in regard academic involvement, policies and procedure, Positive Behavior Intervention Support P.R.A.I.S.E. and Title 1 Information. They also receive appropriate information in how to contact the teachers via e-mail, or telephone contact. The parents' intake packet includes handouts with information about community resources, district parental workshops, and students' graduation requirements.

Individual Plan of Studies meetings will be held by school counselor- parent/ student throughout the year according to student enrollment to discuss student's academic progress plan. Students' report card will be provided to students/ parent every nine weeks. Student's progress report will be provided to parents during parent involvement meetings at SALC

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## 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	Individuals with disabilities	Joint professional development opportunities are provided for staff and training opportunities for parents of Title I ESE students by staff from the Office of Exceptional Education, Title 1, and FDLRS. We collaborate to address the exceptional needs of students and families without duplicating services.
2	Florida Diagnostic and Learning Resources System (FDLRS)	FDLRS provides diagnostic and instructional support services to district exceptional student education programs and families of students with exceptionalities statewide and for North/Central Alternative Learning Center. The personnel in the FDLRS Office and the Office of Title I work collaboratively in planning, implementing and evaluating various parent involvement initiatives and training opportunities, including our annual Parenting in Today's World Conference.
3	Title II, Part A (Improving Teacher Quality)	The district K-12 Parent Involvement Resource Teacher, the Title I Family Involvement Resource Teacher and the Office of Educational Leadership & Professional Development staff work collaboratively to provide school staff with professional development in working effectively with parents, including a parent involvement component in one of the modules of B.E.S.T., our district wide training initiative.
4	Title II, Part D (Enhancing Education Through Technology)	The Office of Title I works collaboratively with the Office of Educational Technology to address the technology needs of students and families in Title I schools. We work collaboratively to plan and implement appropriate programs, provide information on services and training opportunities for school staff and families in the county. The South ALC gives each parent a copy of each teacher's, guidance, staff and administration e-mail.

5	Title X (Homeless Education) McKinney-Vento	The Office of Title I and the district Homeless Liaison work collaboratively to meet the varying needs of our homeless youth and families without duplicating services.
6	Title III	The office of Title I and the ESOL Resource teacher work in collaboratively to ensure that ELL students receive the services needed. Including informational forms and reports translated to the parents' first language as possible.

## 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	Provide Information about school policy, Parent Involvement Policy and community resources.	Principal, school counselor, teachers, staff	Parents' invitation	Parent survey after each Parent Day

## 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:** The South Alternative Learning Center offers intake conferences every Tuesday and Thursday. Other meeting times are scheduled as per parent request.

This year, the South Alternative Learning Center will hold a mid-semester Title 1 Open House so parents can visit the school and ask teachers how their child is doing. These will start at 2:45 P.M. Specific topics may be covered with parents. An agenda will be sent home to parents prior to the meeting. Also, the school will hold a casual "Coffee with the Administrator" meetings the 3rd Wednesday of each Month at 8:15 A.M.

## 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
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1	Leadership/	1 K-12 Par Inv. RT/ Title I Family Inv. RT Parents receive information and strategies to bring back	Parents receive information and strategies to bring back to their schools/families on how to improve student academic achievement and increase parent involvement from various experts.	6 annually	PLT Survey results & parent/school feedback
2	Parenting & Community / Parenting in Today's World	PTW Committee (BPS RT's, parents & community orgs)	Parents receive information and strategies to assist them in improving the academic achievement of their child(ren) and improving their parenting skills from various experts throughout the district and community.	Annually	Conference evaluation results and parent/school feedback
3	Individual Plan of Education	7-12 grade	Parents and students are given information about college and career readiness, high school graduation requirements and scholarships.	Ongoing (as district datelines throughout the year)	Feedback/comments from parents and students
4	Intake Conference	District and School Site faculty and staff	Through individual conferences to discuss each child's assessment, BIP, IEP, expectations and goals for the school year parents and students are equipped with knowledge needed to succeed.	August through May	Intake paperwork, Collaboration Team Meetings.

## 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	Faculty and staff meetings	Administrator/ School Counselor	Promote students behavioral and psychological involvement by increasing teacher and staff's knowledge of students at risk	Once/week	Classroom visits, teacher's surveys, parent/student surveys
2	Parent Involvement Training	Administrator/ School Counselor	Monitor student grades and graduation requirements	Entire year	Classroom visits/grade reports, IPS meetings
3	Leadership / Title I Parent Involvement Contact Meetings	Title I Family Engagement Resources Teachers	Increase parent awareness and involvement on students' academic future	Fall & Spring	Evaluations, surveys, & school staff feedback
4	Leadership / Parent Involvement training for Administrators	K-12 Par Inv RT/ Title I Fam Inv RT	Administrators will learn effective strategies for increasing parent involvement at their	Annual	Evaluations & School/Administrator feedback

	(Principals &/or APS)		schools & how to correlate activities to academic achievement.		
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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 the education of their children [Section 1118 (e)(4)].

**Response:** The South Alternative Learning Center has a system (Synervoice) for contacting parents/guardians of truant/absent students. The administration and guidance also calls each parent of each absent student on a daily basis in order to personally communicate with parents concerning their child's absences to follow-up. During 2012-2013, the South Alternative Learning Center established a Positive Behavior Intervention Support system and began implementing our PBIS concept P.R.A.I.S.E. (Preparedness, respect, attentiveness, individuality, safety and management) with students and parents. This year, 2016-2017, South Alternative Learning Center is offering additional classes to provide support to students according to their specific needs. SALC offers Personal Career Research Class for Middle school students that need the class as part of their promotion requirements. Also, Learning Strategies for all middle and high school students that are part of the Especial Students Education Program. Our Peer Counseling Class is designed to help students improve and correct behaviors that have impede their academic and socio-emotional success in the pass. The progress and participation of students can be follow up by parents in a daily basis by signing up into the Online program Class Dojo. The goal of this activities is to maximize parental involvement, promoting Positive Behavior Systems and reducing the number of behavior incidents at S-ALC. S-ALC goal is to decrease the number of out of school suspensions and expulsion rates, increase the number of students that successfully transition back to their home schools.

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## 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:** : Teachers will contact parents and explain the Parent Involvement Plan. Contacts include:

Phone calls from teachers, guidance and administration.

Titile 1 handout provided to parents during intake.

Students' survey

Handouts, phone calls

Title 1 Open House Day

Breakfast with Administration AM monthly meetings

Principal and school counselor will provide information about resources and policy.

Review of Parent Involvement Policy

Class Dojo, Odysseyware computer programs

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.

Provide copies of student records/ printout from Performance Matters Student Item Analysis

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## 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:** : The Parental Involvement Plan (PIP) will be summarized in a brochure that will be translated and printed in English, Spanish, and Haitian-Creole. The brochure will be disseminated to parents of all students at each Title I school at the beginning of the school year. Documentation of date and method of distribution will be maintained and recorded on the district Parental Involvement checklist that is sent to the district office. The brochure will offer to provide a hard copy of the PIP in its entirety through the front office at Title I schools or by contacting the district's Title I Family Involvement Resource Teacher. The complete S-ALC PIP will also be posted available for parents at the front office. County PIP will be posted on Brevard Public School's website on both the Parent Involvement and Title I pages. S-ALC do not have a school website available for parents'

view.

To the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of homeless and migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand. Translation equipment is available for general meetings, if requested, and standardized documents are made available in English and Spanish. Translation services for other languages are made available through the Title I contact at S-ALC and the district office as necessary upon request.

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## 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:  
 Not Applicable

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## Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.  
[Uploaded Document](#)

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## 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.

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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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
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### **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)].

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
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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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
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### **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)

<b>count</b>	<b>Content/Purpose</b>	<b>Description of the Activity</b>
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