

Monroe County School District
Title I Parent Involvement School Plan 2009-2010

Parental Involvement Mission Statement: The School Board believes that parent involvement is essential for the School District to fulfill its mission of preparing students to become lifelong learners and productive citizens. The purpose of the Parental Involvement Plan is to create a roadmap for collaboration because the Board believes that children learn best when parents and teachers work together. When parents talk to their children about school, expect them to do well, help them to plan for college or career, and make sure that out of school activities are positive, their children tend to do well in school and in life. Students with involved parents no matter what their income, background or language are more likely to do better in school, stay in school longer, like school more, and be productive citizens of their community and country.

Title I Requirement	Activities/Strategies	Participants	Timeline	Evidence of Compliance (May include but not limited to)	Person(s) Responsible
Include parents in the development and implementation of the school's Title I Plan.	<ul style="list-style-type: none"> • Plan will be submitted at the School Advisory Council for review and input. • Parent surveys 	School Staff Parents	Annual review of the Plan at SAC	SAC minutes	Academic Coach and SAC Chairperson
Communicate with parents regarding, but not limited to, annual meeting, school performance profile, and school-parent compact and individual student assessment.	<ul style="list-style-type: none"> • SAC meetings • Open house • Progress/academic awards each semester • Progress reports and report cards • Quarterly contacts with parents by each teacher • Monthly calendars • Student/parent registration meeting 	School staff Parents	Ongoing Quarterly Monthly Start of student's year	Minutes Notification to parents and sign in Log sheets Calendars Registration paperwork	Administration All Staff Teachers Office manager Counselor and Academic Coach

Title I Requirement	Activities/Strategies	Participants	Timeline	Evidence of Compliance (May include but not limited to)	Person(s) Responsible
	<ul style="list-style-type: none"> • Pinnacle • Yearbook 				Academic Coach and Teachers
<p>Address the importance of communication on an ongoing basis through parent teacher conferences (at least annually) to discuss parent-teacher compact, describe curriculum forms of assessment used, strengths and areas for improvement.</p>	<ul style="list-style-type: none"> • SAC meetings • Open House • Quarterly contact with parents (minimal requirement for every teacher) • Conferences with parents by phone or in person as needed • Counselors speak with parents on an ongoing basis • Contact with parents when students change behavior levels 	<p>School Staff</p> <p>Teachers</p> <p>Teachers/ Academic Coach and counselor</p> <p>Teachers/ Academic Coach and Counselor</p>	Ongoing	<p>Minutes</p> <p>Open house notification</p> <p>Teacher logs</p> <p>Counselor notes</p>	<p>Administration</p> <p>Staff</p> <p>Teacher</p> <p>Academic Coach and Counselor</p> <p>Counselor</p>
<p>Provide parents with reasonable access to staff and observation of classroom activities.</p>	<ul style="list-style-type: none"> • SAC meetings • Open House • Semester awards and recognition • Academic Coach available by telephone/email or in person • Access to teachers and counselors by email 	<p>School Staff</p> <p>School Staff</p> <p>School Staff</p> <p>Academic Coach</p> <p>Teachers and Counselors</p> <p>School staff</p>	Ongoing	<p>Minutes</p> <p>Open house notification</p> <p>Program</p> <p>Log sheet and emails</p> <p>Log Sheet and emails</p>	<p>Administration</p> <p>Staff</p> <p>Staff</p> <p>Administration</p> <p>Teachers and Counselors</p>

Title I Requirement	Activities/Strategies	Participants	Timeline	Evidence of Compliance (May include but not limited to)	Person(s) Responsible
	<ul style="list-style-type: none"> • Open door policy- parents drop by on ongoing basis • Conferences with parents by phone or in person as needed 	Teachers/ Academic Coach and Counselor		Log sheet Counselor notes	Staff Academic Coach and Counselor
To the extent possible, send home information in the language and in forms parents can understand. Home visits may be conducted.	<ul style="list-style-type: none"> • Some forms are provided in Spanish • Bilingual communication with parents • Home visits • Interpretation done for parents at meeting 	Academic Coach	Ongoing	Forms	School staff and Academic Coach
Provide training for teachers, staff and parents on how to work together in a joint effort to reach out, communicate with and form partnerships to improve student achievement.	Professional Development opportunities related to Parent Involvement focusing on parenting, communicating, volunteering, learning at home, decision making, and collaborating with the community will be provided by the district.	Teachers, administrators, and counselors serving Title I students are eligible to participate.	2009-2010 School Year; specific dates determined by principal	Records of Professional Development completion	District Title I & PD Coordinator
Offer training, materials, and activities for parents to build capacity to help their children.	Ongoing contact with parents by teaching and counseling staff. Meetings are scheduled with parents according to individual needs.	All teaching and counseling staff	Ongoing	Counselor and teacher documentation	Academic Coach, Teachers and Counselors

Title I Requirement	Activities/Strategies	Participants	Timeline	Evidence of Compliance (May include but not limited to)	Person(s) Responsible
Coordinate and integrate parent involvement program activities with Head Start, VPK, and other programs.	Referrals are made to outside agencies on an as needed basis.				
Identify barriers which hinder participation in parental involvement activities and design appropriate solutions when possible.	<ul style="list-style-type: none"> • Multiple jobs –alternative meeting times • Transportation issues – home visits done • Mental health, substance abuse, cultural and socio-economic restraints – identify and work on their comfort level which they respond • History of negative school experiences – greet with an open door policy and report positive learning and behavior gains not just negative ones 	All Staff	Ongoing	Increased parental involvement	All staff
Develop partnerships with community-based organizations and businesses.	<ul style="list-style-type: none"> • South Florida Workforce • AHEC • Project Lighthouse • National Marine Sanctuary/NOA • Various speakers from the community 	School staff	Ongoing	Sign in sheets	School staff

Title I Requirement	Activities/Strategies	Participants	Timeline	Evidence of Compliance (May include but not limited to)	Person(s) Responsible
Collect documentation of implementation and compliance of school-level Parent Involvement Plan including identification of the most effective parental involvement strategies/activities and evaluation of the overall plan at the end of the school year.	<ul style="list-style-type: none"> • Document behavior system success and academic progress • Evaluate behavior system success and academic progress 	School staff	Ongoing	Behavior sheets and academic progression	Counselor and Academic Coach