

COCOA HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Dr. Stephanie Soliven, 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)].

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Cocoa High School's mission is to create a community school that encourages families, community members and staff to work together to provide students with the tools and confidence to pursue their dreams and to prepare them for the challenges of everyday life.

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: Cocoa High School strives to keep parents involved on campus and throughout the Cocoa community. Parents are involved in the planning and review of the School Improvement Plan (SIP), Compact and the Parental Involvement Plan (PIP) through the SAC meetings. SAC meeting dates are posted on Edline and advertised at all parent event. Families and community members are invited to join SAC in our quarterly newsletters, Open House, and parent nights. Parents are involved in decisions on use of Title I funds through SAC meetings as well as through parent surveys. Information from parental input is documented in our School Advisory Council (SAC) minutes. Information in the SIP, PIP, and Compact are shared at Open House, referenced during parent-teacher conference night, and available in their entirety on our website under Parental Involvement. Input from families is sought in exit surveys at parent nights, discussions at SAC meetings and noted in the SAC meeting minutes and surveys given throughout the year.

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	Head Start	Cocoa High school Head Start provides comprehensive child development services to predominately economically disadvantaged children and families, with a special focus on helping preschoolers develop the early reading and math skills they need to be successful in school. Head Start promotes school readiness by enhancing the social, cognitive, and emotional development of preschool children, through the provision of educational, health, nutritional, social and other services to enrolled children and families.
2	TAP/Teen Age Parent Program	Provides a home to school partnership that offers education and support services for families with children (from birth to age two) as well as support for the teen parents. Our Teen Parent director works with each student to insure academic success and she coordinates community support services for both the parent and child.
3	Individuals with Disabilities Act (IDEA)	Professional development opportunities are provided for staff, parents of students with disabilities, and families through district personnel/resource teachers from the Office of Exceptional Education, Florida Diagnostic and Learning Resources Systems (FDLRS) and Title I.
4	Title II, Part A (Improving Teacher Quality)	Cocoa High School employs highly qualified teachers and assistants along with a Title I Coordinator and Family Involvement Resource Teacher who works with the district to provide school staff with professional development in working effectively with families.
5	Title II, Part D (Enhancing Education through Technology)	Cocoa High Collaborates with the Office of Educational Technology at the district to provide trainings to our teachers in various programs such as Edline. We also offer a parent information night on Edline.
6	Title III (Language Instruction for English Language Learners)	Our ESOL contact works closely with our ESOL teacher and ESOL instructional assistants to collaborate with our teachers and staff supporting our families. Our ESOL staff translate at registration, open house, and any parent involvement activities. We also have most documents available in our student's home language.

7	Title X (homeless Education)	Students that are identified as students in transition receive services through Title X. Our school based liason uses funds to offer tutoring services, food and clothing for the families, and school supplies.
8	Curriculum Parent Nights	Our Academic team will provide informational meetings to provide strategies to parents.
9	Title VI (Parents Right to Know)	All students have the right to request information about the qualifications of their child's teachers and instructional assistants. This information is available in the front office at all times.
10	OMEGA	OMEGA is a performance based diploma program that is an alternative "school within a school." It is designed to maintain at-risk students in school with the goal of having them graduate and obtain their high school diploma.

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	Advertising for Annual Title I Meeting	Title I Coordinator	September 2, 2015	Sign in sheets, Website, handouts
2	Maintain Doucmentation of attedance	Title I Coordinator	September 2, 2015	Sign in Sheets
3	Monthly Newsletters	Title I Coordinator	Monthly	School website, copies of newsletters, emails
4	Present PowerPoint at Meeting	Dr. Soliven, principal	September 2, 2015	Powerpoint, exit slips
5	Present Parent Involvement Plan at SAC Meeting	Title I Coordinator	September/October meeting	SAC minutes

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: Cocoa High School believes that parental involvement in school functions and meetings is vital to our school culture. We plan our events based on feedback from our school survey, exit slips at the annual Title I Meeting, and SAC member input. We offer flexible meetings throughout the day during the school year with meetings before school, after school and in the evenings. When parents are not able to attend information is sent home , placed on our website, in our newsletter and/or a phone call is made to communicate with the parents directly.

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	Curriculum Parent Nights	Title I Coordinator/Academic Coaches	Content Specific informational meetings will be provided with families. Sessions will provide strategies for families to use at home to increase their child's academic achievement.	October & February	Sign In sheets, Exit Slips, presentation materials
2	Parent Education Nights	Title I Coordinator	Information regarding parenting issues and post secondary concerns. This information will help parents be more active in their child's education and planning for after graduation.	November & March	Sing-in sheet,s handouts, presentation materials, exit slips
3	School Advisory Council	Principal, Title I Coordinator	Parents, community members and students will be aware of curren school issues and will provide input towards improving the Cocoa High Community.	Monthly	SAC Agendas & minutes
4	Parent Feedback	Title I Coordinator	Parents are encouraged to provide feedback about the effectiveness of the parent education activities through a feedback form provided at each event and in the parent survey at the end of the year	ongoing	parent feedback forms, parent survey results
5	Communication (Blackboard/Edline)	Administration/Teachers	Keep families informed of upcoming events	ongoing	record logs, survey results
6	Community Liason	Administration	Administration works closely with local community partners and attends various functions throughout the Cocoa Community and encourages our community partners to be active on the Cocoa Campus	monthly	business partner agreements, sign in sheets at meetings & events

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	Scholarly articles distributed to staff on increasing parental involvement and working effectively with families	Title I Coordinator	Increase positive parent/teacher relationships	Quarterly	Copies of articles, teacher surveys
2	Title I Parent Involvement Contact Meeting	Title I Coordinator/Parent Involvement Liason	Learn strategies to increase parent involvement	September, 2015	Meeting Agenda
3	Edline training	Title I Coordinator/Lead Teachers	Experienced teachers will get a refresher on how to use Edline to increase communication with families. New teachers will be taught how to use Edline to facilitate better communications between teachers and families	August & September 2015	Training 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: Cocoa High has a Parent Liaison that attends monthly district meetings and reports back to the SAC committee as well as posts information on the parent message board. A new position was created this year, Parental Involvement Resource Teacher, to facilitate more parent involvement at Cocoa High. This person is responsible for implementing parent nights throughout the year that help families be more active in their child's education and in planning for life after high school. A Calendar of these events will be kept by the Title I Coordinator. A parent resource binder is now located in the front office with all upcoming parent information nights throughout the district and in the Cocoa Community, the binder also has other relevant and required Title I information. Results from our annual survey, and exit slips at our parent nights will help drive decisions for future events.

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: At the annual Title I meeting and Open House information was presented about the Title I programs, curriculum, and impact on the Cocoa High community. The PIP summary and Compact is available in the front office and was sent home through the child's fourth period teacher. During Open House parents were given the opportunity to "walk their child's schedule" and meet their child's teachers in their classrooms. All parental involvement opportunities will be listed on the Cocoa High Website, emailed to parents, and shared at SAC and TFO meetings. Teachers will maintain sign in sheets for parent teacher conference night. Sign in sheets, exit slips and parent survey results will be reviewed regularly. Sign in sheets and exit slips will be the standard at all parent outreach events to give us guidance on the effectiveness of the event. Students are assessed in a variety of ways throughout the year (FAIR, FSA, state EOC, district EOC, PSAT, ACT, PERT, FSAA & WITA) student score reports will be sent home as soon as made available for each assessment. Students must meet graduation requirements in the Algebra EOC and Language Arts FSA in order to receive a high school diploma. A school wide focus on literacy is evident in all content area classes and use Common Core standards and curriculum.

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: To the extent practicable, Cocoa High will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of homeless or migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable format. Cocoa High employs several bilingual teachers, instructional assistants, and clerks to assist in communication with families. Our ESE department works diligently to provide accommodations and meet all accessibility needs for our families at all parent events and for all meetings. Documents are provided in a families home language when available for athletics, Title I, and academics.

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

Upload Evidence of Input from Parents

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

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](#)

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.

[Uploaded Document](#)

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.

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

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
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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 the Specific Subgroup)	Steps the School will Take to Overcome
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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)

count	Content/Purpose	Description of the Activity
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