

RENAISSANCE CHARTER SCHOOL AT CHICKASAW TRAIL Title I, Part A Parental Involvement Plan

I, Cindy Townsend, 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

10/13/14

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: At Renaissance Charter School at Chickasaw Trail, we believe parent and community involvement is vital to the success of our students. By working together, and by putting students first, we can truly make a difference in so many lives. Involving parents and making them part of the decision making process will help empower our students to successfully face the challenges of tomorrow.

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 parent community at Renaissance Charter School at Chickasaw Trail are all invited to participate in the development of the school Parent Involvement Plan (PIP). The complete PIP will be presented to the SAC and PTC for approval. The SAC will be instrumental in overseeing the Title I process, which includes the implementation and evaluation of the PIP. The parents, along with other community members, will be an important part of the decision making process for school improvement, parent involvement, and family activities. Sign-in sheets will be utilized to document this parent involvement on a monthly basis.

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	Title X	The school and district ELL representatives will provide information and resources to parents at multicultural events, curriculum nights, and other various evening meetings.
2	Title III	Discuss parent activities and instructional support for parents and families during IEP and/or 504 meetings.
3	Title I (Professional Development)	Administration, along with the leadership team, will determine relevant and necessary professional development in regards to parent and community relations.
4	Title II (Professional Development)	In relation to our PIP, activities and events are monitored by the Principal and leadership team.

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	Advertise in school newsletter	Cindy Townsend - Principal	August 8 and September 14, 2016	Copy of Newsletter
2	Advertise on our school marquee	Jason Imeidopf - AP	August 8, 2016	Picture of Marquee
3	Advertise on school website	Cindy Townsend	August 8, 2016	Website Home Page
4	Creation of agenda and sign-in sheets	Cindy Townsend	August 31, 2016	Collection of sign-in sheets and agenda
5	Conduct Meeting	Cindy Townsend	August 31, 2016	Sign-in sheets, agenda, meeting minutes
6	Gather artifacts	Anthony Jennings	August 2016 - June 2017	Upload documents to OCPS Title I department

7	Maintain documentation	Anthony Jennings	August 2016 - June 2017	Maintain documentation in binders on school site
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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: Parent conferences are scheduled by the teachers and administration during both the morning and afternoon hours. We also hold parent conference evenings at least once a quarter from 5pm-7pm. SAC and PTC meetings are held in the evening as to not interfere with parents' work schedule. In the event parents cannot attend meetings or we cannot reach them, we will schedule times for home or off-site visits and meetings.

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	Monthly SAC Meetings	SAC Chair, Cindy Townsend, Jessica Rafidi	Parents and administration will share in the decision making process when it comes to school improvement. This includes budget, staffing, school programs, tutoring, and other academic activities.	September 1, 2016	Flyers, agenda, sign-in sheets
2	Personalized Learning Plans	All Stakeholders	Teachers and administration will train students and parents on how to create and manage a PLP based on their students strengths/weaknesses.	October 31, 2016	PLPs and data
3	Curriculum Night (NWEA and FSA)	Cindy Townsend	Parents will participate in an evening event which will discuss our new Benchmark tests and the new state assessment.	October 22, 2016	Flyers, Newsletter, Agenda, and Sign-in sheets
4	Common Core Family Night	CRTs	Students and parents will be given information about the new Florida Standards and how testing will affect academic performance.	November 9, 2016	Flyers, Newsletter, Agenda, and Sign-in sheets
5	Science Night	All Stakeholders	Families will have the chance to take part in hands on activities with their child based on the current classroom curriculum.	February 8, 2017	Flyers, Newsletter, Agenda, and Sign-in sheets
6	Literacy Nights	All Stakeholders	Families will be given the chance to learn strategies to make their child a more effective reader.	January 11, 2017	Flyers, Newsletter, Agenda, and Sign-in sheets

7	Math Nights	All Stakeholders	Families will be given the strategies on how to help their child master the math standards for their grade level.	March 8, 2017	Flyers, Newsletter, Agenda, and Sign-in sheets
8	Meet the Teacher Nights	All Stakeholders	Parents and administration will share in the decision making process when it comes to school improvement. This includes budget, staffing, school programs, tutoring, and other academic activities.	September 2016	Flyers, Newsletter, Agenda, and Sign-in sheets (42 parents in 2015-16 school year)
9	Title I Annual Parents Meeting	All Stakeholders	Parents and administration will share in the decision making process when it comes to school improvement. This includes budget, staffing, school programs, tutoring, and other academic activities.	August 2016	Flyers, Newsletter, Agenda, and Sign-in sheets (9 parents in 2015-16 school year)
10	Muffins with Mom	All Stakeholders	Families will have the chance to take part in hands on activities with their child	October 2016	Flyers, Newsletter, Agenda, and Sign-in sheets (175 parents in 2015-16 school year)
11	Donuts with Dad	All Stakeholders	Families will have the chance to take part in hands on activities with their child	October 2016	Flyers, Newsletter, Agenda, and Sign-in sheets (94 parents in 2015-16 school year)

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	PI Module 1 The Importance of Parental Involvement	Cindy Townsend and Jason Imeidopf	Training Module 1 will educate teachers and staff on the importance of parental involvement on the school level and how it greatly impacts student achievement.	October 12, 2016	Copy of Module and Teacher Exit Tickets
2	PI Module 2 Building Ties between Home and School	Cindy Townsend and Jason Imeidopf	Staff will get accustomed with common barriers parents face to get involved and how we can break down those barriers.	November 16, 2016	Copy of Module and Teacher Exit Tickets
3	PI Module 3 Implementation and coordination of Parental Involvement Programs	Cindy Townsend and Jason Imeidopf	Staff will learn the process and procedures around the creation of the PIP, and how they can be a part of the process.	December 14, 2016	Copy of Module and Teacher Exit Tickets
4	PI Module 4 Communicating and working with Parents	Cindy Townsend and Jason Imeidopf	Teachers and staff will learn effective ways in which to conduct parent conferences, along with other tips on	January 18, 2017	Copy of Module and Teacher Exit Tickets

			effectively communicating with parents.		
5	Think Thru Math Training	Cindy Townsend and Jason Imeidopf	Teachers will be trained on how to properly utilize TTM to help students score well on standardized tests.	March 2017	Copy of Agenda and Teacher Exit Slips
6	Effective Parent Communication for new Teachers	Cindy Townsend and Jason Imeidopf	Teachers will be educated on the importance of parental involvement on the school level and how it greatly impacts student achievement.	November 2016	Copy of Agenda and Teacher Exit Slips
7	Mentor of Excellence Training	Cindy Townsend and Jason Imeidopf	Staff will be trained on how to mentor and identify opportunities for growth and strength within fellow staff.	October 2016	Copy of Agenda and Teacher Exit Slips
8	Creating a Culture of Excellence Training	Cindy Townsend and Jason Imeidopf	Staff will be trained on how to create a classroom culture that promotes growth and success.	December 2016	Copy of Agenda and Teacher Exit Slips
9	Centers and Grouping Students Training	Cindy Townsend and Jason Imeidopf	Teachers and staff will learn to identify trends in student achievement and group students accordingly.	February 2017	Copy of Agenda and Teacher Exit Slips
10	5 Dysfunctions of a Team Training	Cindy Townsend and Jason Imeidopf	Teachers and staff will discuss the novel and identify ways to overcome communication barriers.	April 2017	Copy of Agenda and Teacher Exit Slips

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: Parent newsletters, documents, flyers and other brochures will be available for all parents in the front office. FSA prep nights and curriculum nights will be held throughout the year to give parents a better understanding of how to help their students succeed. The Title I team will make sure all materials are given out and collected in a timely manner. Grade level teachers will continuously make themselves available for conferences and meetings to discuss their child's progress. Parent conference evenings will held at least once a quarter.

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 every parent event and/or activity, we will have information available in regards to Title I. Open House and Parent Conference Evenings allow the parents to visit the school and its resources. Presentations are given in regards to the Title I Compact and PIP. Emails, newsletters, website updates, and flyers are disseminated to all stakeholders to keep them all up to date. The Title I Power Point is presented at the annual Title I meeting and discussed with parents. Teachers schedule regular meetings with parents and utilize tools such as the student agenda books to communicate the educational needs of the children.

The SAC and PTC meet monthly to discuss school improvement and school progress.

ESE, ESOL, MTSS, and 504 parent meetings are held at least annually in order to update and document student learning goals.

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: Translated materials for all Title I information will be made available to those who need it. The school PIP will be summarized and a copy will be sent home to all parents. The PIP will be available in the front office.

For those with disabilities, the school has ensured the access and use of the elevator. Wheelchair accessible entrances are available during school hours and during any before or after school activities.

The school will ensure that information is available to our migratory families by making sure new students who enroll will be given all information about the school and our programs.

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:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and	SAC and PTC meetings	SAC Chair and administration	Helping parents and families get involved.	August 2016- June 2017
2	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably	SAC and PTC meetings	SAC/PTC Chair and administration	Helping parents and families get involved.	August 2016- June 2017

	available sources of funding for that training [Section 1118(e)(7)]; and				
3	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	PTC meetings	PTC Chair and administration	Helping parents and families get involved.	August 2016 - June 2017
4	Maximizing 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)];	SAC meetings	SAC Chair and administration	Helping in meeting the needs of the parents and keep them in touch with the school	August 2016- June 2017
5	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	SAC meetings	SAC Chair and administration	Help in the development of teachers and staff in our school.	August 2016- June 2017
6	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Developing community partnerships and relationships	Administration	Help all stakeholders connect with the larger community.	August 2016- June 2017

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
1	Grading By Standards	1	43	Used to benchmark academic performance.
2	FSA Data	2	67	Used to measure areas for academic improvement.
3	Helping Students Study	1	8	Encourages parents to be involved in the students curriculum and achieve academic results.
4	Writing Night	0	0	Encourages parents to be involved in the students curriculum and achieve academic results.
5	Math & Science Night	0	0	Encourages parents to be involved in the students curriculum and achieve academic results.
6	Social Studies & Writing Night	0	0	Encourages parents to be involved in the students curriculum and achieve academic results.
7	Family Reading Night	0	0	Encourages parents to be involved in the students curriculum and achieve academic results.
8	Poetry Night	0	0	Encourages parents to be involved in the students curriculum and achieve academic results.
9	Parenting Summer Skill	0	0	Encourages parents to be involved in the student's curriculum and summer retention.
10	SAC/PTC Meetings	8	164	Encourages parents to be involved in the students curriculum and achieve academic results.
11	Annual Meeting 11/6/2015	1	9	Agenda adopted, Updated parents on school activities, Updated parent involvement plan.
12	Donuts with Dad	2	113	Encourages parents to be involved in the student's curriculum and summer retention.
13	Muffins with Mom	2	175	Encourages parents to be involved in the student's curriculum and summer retention.

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
1	PI Module 1 The Importance of Parental Involvement	1	55	Educated staff on the value and utility of contributions of parents in their child's success.

2	PI Module 2 Building Ties between Home and School	1	55	Instructed staff on how to reach out to, communicate with, and work with parents as equal partners to best meet their child's educational needs.
3	PI Module 3 Implementation and Coordination of Parental Involvement Programs	1	55	Instructed staff on the implementation and coordination of parent programs to involve parents in their child's education/
4	PI Module 4 Communicating and Working with Parents	1	55	Instructed staff how to build ties between parents and the school and create active parental involvement.

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
1	Language (ELL)	The school will conduct meetings with translation. School documents will be translated and sent home to parents.
2	Lack of Parent Involvement (Hispanic/Black/White)	Encouraging students/parents to get involved in activities such as School sponsored activities, Hispanic Heritage month, Black History Month, etc. and making them feel welcome at our school.
3	Cultural Differences (Racial or Ethnic Minority Background)	Be inclusive of all cultural backgrounds and hold events such as multicultural night to encourage diversity.
4	Time Constraints (Economically disadvantaged)	Adjust meeting times to be accessible to parents who have restrictive work schedules.

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
1	Effective Communication	We ensured that all events were advertised via email, school letters, and noted on the parent calls.
2	Building the Capacity of Schools	We advertised on the school billboard to ensure that the community was aware of upcoming events.
3	Increasing Parent Participation	We ensured that all events were advertised via email, school letters, and noted on the parent calls. We advertised on the school billboard to ensure that the community was aware of upcoming events.



School Name: Renaissance Charter School at Chickasaw Trail

This policy was adopted by the LEA on 10/13/2016 and will be in effect for the period of one year through 06/30/2017. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before 10/17/2016.

 10/13/16
(Signature of Title I Authorized Representative) (Date)

Provide evidence that the school PIP was developed with the input of parents and based on the evaluation of the previous year PIP.