

## RIDGE COMMUNITY HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Russell Donnelly, 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

9/29/15  
Date Signed

### Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** The District of Polk County and Ridge Community High School Parent Involvement Programs will strive to build RELATIONSHIPS to create REAL family engagement for EVERY child, EVERY family, EVERY teacher, EVERY day.

### 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:** A committee of school and parent members attended a District Parent Advisory Meeting on March 26, 2015, at Haines City High School from 9 -11:30 A.M. Additionally, all parents and staff were invited to give input for revisions via email, phone, or attending a meeting with Title I facilitator on Thurs., June 4, 2015 at 10 a.m. to discuss contents of the Parent Involvement Plan, Summary, and Compact. Using all input, a final document would be created and approved by the SAC Committee in September. Any decisions involving Parent Involvement funds will be made by the SAC committee. Ongoing meetings will be held throughout the 2015-2016 school year for any additions, deletions and revisions to future School Parent Involvement Plans, Summaries, and Compacts.

## 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 I, Part A Schoolwide	The Title I funds provide school-wide services to Ridge Community High School. It provides supplement instructional interventions for students with academic achievement needs, as well as professional development opportunities for teachers for instructional training to support school improvement goals. The funds provide the Reading Coach position for instructional support/modeling to classroom teachers. It also provides the Reading Interventionist position for instructional intervention in literacy to students, planning and facilitating parent informational meetings, and all Title I documentation.
2	Title I, Part C-Migrant	Migrant students enrolled in Ridge Community High School will be assisted by the District Migrant Education Program (MEP). Students will be prioritized by the MEP for supplemental services based on needs and migrant status. Migrant Home-School Liaisons identify and recruit migrant students and their families for MEP. They provide support to both students and parents in locating services necessary to ensure the academic success of these students whose education has been interrupted by frequent moves.
3	Title I, Part D- Delinquent	Transition Facilitators assist students with transition from Department of Juvenile Justice (DJJ) facilities back into their zoned school. The Transition Facilitators communicate with Guidance Counselors at schools to facilitate the transfer of records and appropriate placement.
4	Title II- Professional Development/Recruitment	Title II funds available to Ridge Community High School are used to fund professional development activities. In addition, School Technology Services provide technical support, technology training, and licenses for software programs.
5	Title III- Language Instruction for LEP	Title III provides supplemental resources for English Language Learners (ELL) and their teachers in Title I schools, as well as professional learning opportunities for school staff.
6	Title X- Homeless	The Hearth program, funded through Title X, provides support for identified homeless students.
7	Supplemental Academic Instruction (SAI)	N/A

8	Violence Prevention Programs	Ridge Community High School provides violence and drug prevention programs in order to promote a safe school environment. Students and staff receive instruction to increase awareness and prevention of bullying as part of the district sponsored anti-bullying program.
9	Nutrition Programs	This school is not a location for a summer feeding program for the community. However, breakfast is provided for students eligible for free and reduced lunch.
10	Housing Programs	Students with housing needs are referred to the Homeless Student Advocate.
11	Job Training	N/A
12	Career and Technical Education	Students at Ridge Community High School have the option to participate in Engineering, Health Science Career, and/or Entertainment and Media Arts Academies. The academies assist students in acquiring an understanding of the careers, provide hands-on training, and allow students to explore the wide range of career experiences related to these respective fields.
13	PLUG/Parent Universities	Polk Parent Learning University - Provided through a collaborative partnership with community agencies/organizations and the district Title I Dept., parents have access to free courses, family events and activities that engage parents in innovative and meaningful partnerships for learning.
14	Parent Centers	Parent Informational Resource Center - With Garner Elementary site closest to RCHS, parents have access to materials and resources for check-out.

## 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	Schedule Annual Parent Meeting	Reading Interventionist	September, 2014	School Calendar
2	Advertise/Publicize Event	Reading Interventionist	October, 2014	RCHS marquee and website; Connect-Ed Telephone Announcement, Flyers
3	Develop Sign-In Sheets, Agenda, Presentation and Materials Secure translators for event.	Reading Interventionist and Parent Involvement Committee Members; Selected Staff Members	October, 2014	Parent/Family Sign-In; Sign-In Sheets to join Parent Portal, School Advisory Council (SAC), and Parent Involvement Team; copies of Agenda, PowerPoint Presentation and handouts.
4	Annual Parent Meetings - to include Parent Input and Evaluation	Reading Interventionist and Parent Involvement Committee Members	October, 2014	Attendance (Sign-in Sheets) and Parent Evaluations of Meeting; Q & A Session; Committee Reflections
5	Maintain Documentation of Meeting	Reading Interventionist	October, 2014	Title Moodle eTASK Site (Located in Building 1 - Title I Office)

## 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:** A number of parent meetings with flexible dates/times will be provided throughout the 2015-2016 school year. School Advisory Council (SAC) meetings will meet at 6PM in the Media Center on the last Monday of the month, while school is in session. Parents can also schedule an appointment to visit our Parent Involvement office on an individual or group basis. If you require any type of accommodation for an event sponsored by RCHS, accommodation requests must be made at least 72 hours in advance of the event. To arrange accommodation, contact Anita Ramkissoon, LEA Representative for RCHS, at (863)419-3315, extension 235.

## 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	Freshmen Student Orientation	Administration and Staff	Provide information on ways parents can help their students succeed at RCHS; Assistance with Parent Portal Enrollment.	August 14, 2015	Attendee sign-in sheets; Increase in Parent Portal enrollment
2	Freshmen Parent Night	Administration and Staff	New parents to RCHS given school information, Parent Portal enrollment assistance; Opportunity to speak with teachers in the Freshman Academy.	September 24, 2015	Attendee sign-in sheets; evaluations by parents in attendance.
3	Scholastic Book Fair/Title I Family Literacy Night	Reading Interventionist, Media Specialist, Staff Presenters and translators	Provide information on literacy and connect parents with resources to help their students succeed. Overview of Title I program and resources at RCHS.	October 6, 2015	Attendee sign-in sheet, evaluations from parents in attendance
4	Let's Work Together As A Team!	Reading Interventionist, Instructional Staff members and translators	Provide parents information on how teachers can work with them collaboratively to ensure student achievement and success.	November, 2015	Attendee sign-in sheet, evaluations from parents in attendance
5	Academic & Assessment Updates	Reading Interventionist, Testing Coordinator, Staff members and translators	Provide parents the most up-to-date information on all of the RCHS programs and current assessments required of students.	February, 2016	Attendee sign-in sheet, evaluations from parents in attendance

## 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	PLC's - Professional Learning Collaboration	Academic Departments/Administration	Groups meet weekly to collaboratively plan effective lessons for students by grade level; Weekly Wed. meetings with Administrative Team; More focus on positive communication with parents	August 2015-May 2016	Attendee sign-in sheets; participant evaluations

### 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:** Ridge Community High School has a Parent Resource Center located with Guidance Dept. in the administration building where students and parents have access to: computers, scholarship bulletins, college/community service information, as well as Title 1 information. Parent University and Parent Center Informational Flyers are kept updated and available on the front counter of the main office for parents to access. This information is also available under Title I on the school website.

Ridge Community utilizes its website, roadside marquee, and Connect-Ed call outs to disseminate information to families.

Ridge Community publishes a daily Bolts Bulletin providing a recap of the morning announcements.

Ridge Community uses the on-hold feature of the phone system to announce weekly events such as testing, athletics, and club/organization activities.

### 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:** The Parent Involvement Plan (PIP), Summary, and Compact will be available at Ridge Community High Schools front office in the Parent Involvement Notebook (PIN). All information will also be uploaded to the RCHS website at [www.ridgecommunityhigh.com](http://www.ridgecommunityhigh.com). Additionally, information about our schools Title I Program, PIP Plan, Summary, and Compact are also explained at our Annual Parent Meeting in October. Additional information about our Title I program will be provided through newsletters and through our RCHS website. Families are also encouraged to contact our Title I Office at 863-419-3315 if they have any questions.

Parents and community members are strongly encouraged to attend and participate in the School Advisory Council (SAC) and Parent Involvement Team. SAC meetings will be held the last Monday of the month at 6:00pm in the Media Center, while school is in session. Parental suggestions are encouraged through these meetings.

## 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:** If you require any type of accommodation for an event sponsored by RCHS, accommodation requests must be made at least 72 hours in advance of the event. To arrange accommodation, contact Anita Ramkissoon, LEA Representative for RCHS, at (863)419-3315, extension 235. Furthermore, all school documents can be translated into Spanish and Haitian Creole upon request.

## 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.

## **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.

## **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.

## 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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