



## 2011-2012 OFFICIAL APPLICATION

### K - 12

#### SECTION I

Name of School District School District of Palm Beach County

Superintendent William F. Malone

Address 3300 Forest Hill Boulevard

City West Palm Beach State FL Zip 33406 Telephone (561) 434-8000

District School Volunteer Coordinator Debi Elfen

E Mail  
deborah.elfen@palmbeachschools.org

Address 3300 Forest Hill Boulevard, Suite B-102

City West Palm Beach State FL Zip 33406 Telephone (561) 434-8789

Name of School Nominated \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone ( \_\_\_\_ ) \_\_\_\_\_



## Florida Department of Education

## SECTION II

Both the letter and spirit of the school improvement and accountability legislation are built upon the active involvement of parents, guardians, business people, and other community members in an effort to improve Florida's schools. The legislative intent is to return the responsibility for education to those closest to the students. That is the schools, teachers, and parents. Recognizing that the involvement of the community is vital to student success, the Commissioner of Education and the former Commissioner's Community Involvement Council established the Five Star School Award.

This symbol of achievement is presented each year to those schools that have shown evidence of exemplary community involvement. Eligible schools are designated annually and must be renewed each year. Schools that achieve this designation will receive the Florida Department of Education's highest award for community involvement.

In order to qualify for this award, a school must achieve 100% of the criteria in the categories of Business Partnerships, Family Involvement, Volunteers, Student Community Service, and School Advisory Councils. The school must also have a portfolio that documents the achievement of each criterion.

**A school must have a grade of "C" or above for the 2011-2012 school year to qualify for the Five Star School Award.**

**Place a check mark in the blank preceding each criterion to indicate accomplishment.**

### **I. Community/Business Partnership**

- a. \_\_\_ Each community/business/agency signs an annual, jointly developed plan of partnership activities.
- b. \_\_\_ Community/business/agency maintains an ongoing, active relationship with school.
- c. \_\_\_ Community/business/agency is involved in development and implementation of School Improvement Plan.
- d. \_\_\_ Community/business/agency partnership supports teaching and learning through the donation of human resources and goods/services or financial resources.
- e. \_\_\_ School designates a community/business partnership coordinator.
- f. \_\_\_ School provides opportunities for community/business partners to receive orientation and training.
- g. \_\_\_ Community/business partnership coordinator and school staff receive training during the year on effective use of services by business partners.
- h. \_\_\_ School provides recognition of community/business partners.

### **II. Family Involvement**

- a. \_\_\_ Active parent organization (PTA, PTO, Boosters, etc.)
- b. \_\_\_ Education opportunities are offered to families (e.g., Sunshine State Standards, literacy, career planning, parenting, homework assistance).
- c. \_\_\_ Focus/discussion/support groups are offered to families (e.g., parenting, drug awareness, safety, and violence prevention, etc.).

- d. \_\_\_ Joint parent and student training (e.g., academic skills, family reading, violence prevention, financial aid) is available.
- e. \_\_\_ Family outreach activities are offered through collaborative or facilitated activities (e.g., neighborhood meetings, tutorial services, off-site programs).
- f. \_\_\_ A minimum of 60% of families are involved in a positive way in the school more than once during the year.
- g. \_\_\_ Evidence of a variety of communication techniques with families by teachers and school staff.
- h. \_\_\_ Ensure that welcome signage is near the entrance and any other interaction with parents creates a climate in which parents feel valued and welcome.
- i. \_\_\_ Provide parents with current information regarding school policies, practices, and both school and student performance.

### **III. Volunteers**

*Meets criteria of Golden School Award. These include:*

- a. \_\_\_ A minimum of 80% of the school staff have participated in school-based volunteer training during the school year.
- b. \_\_\_ School volunteer coordinator has been designated to provide leadership for the school volunteer program through recruitment, placement, training, and supervision of participants.
- c. \_\_\_ Total number of hours in volunteer service equals twice the number of students enrolled in the school. (Any volunteer activity that contributes to student improvement may be counted.)
- d. \_\_\_ School provides recognition of volunteers.

### **IV. Student Community Service**

- a. \_\_\_ School provides opportunities to students for service learning that focus on identified community needs (e.g., renovating a park, working at election polls, feeding homeless).
- b. \_\_\_ A minimum of 50% of students are involved in community activities (e.g., pen pals to shut-ins, food drives, cross school tutoring activities).

### **V. School Advisory Council**

*School Advisory Council/School Decision Making*

- a. \_\_\_ A minimum of 8 meetings are held per year. Average 80% attendance of members.
- b. \_\_\_ Annual presentation of School Improvement Plan to school community after public notice to all stakeholders (school marquee, flyers, etc.) is made.
- c. \_\_\_ Evidence of ongoing training and/or development of the School Advisory Council is available.
- d. \_\_\_ School Improvement Plan reflects one new idea that involves the community in its implementation.
- e. \_\_\_ School Advisory Council participated in the development and/or interpretation of the needs assessment data.
- f. \_\_\_ Training provided for staff and SAC members on collaborative partnering and shared decision-making.

## Documentation of Accomplishment

A portfolio documenting the accomplishment of each of the criterion is available at the school site.

Yes

No

## School Impact Data

What proof can you provide that the community's involvement with your school improved the students' academic work, attendance or behavior? (If necessary, please attach additional sheet.)

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## Community Involvement Best Practice

Summarize a community involvement best practice initiated by your school to increase student achievement.

**(Please give brief description here. If necessary, attach additional sheet.)**

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We hereby certify the information contained in this application is true to the best of our knowledge and belief.

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\_\_\_\_\_  
(Signature of Individual Preparing Application Form)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Telephone)

\_\_\_\_\_  
(Signature of School Advisory Council Chairperson)

\_\_\_\_\_  
(Signature of Principal)

\_\_\_\_\_  
*(Debi Elfen, District School Volunteer Coordinator)*

\_\_\_\_\_  
*(William F. Malone, Superintendent, or Designee)*

\_\_\_\_\_  
*3300 Forest Hill Blvd., Suite B-102, WPB, FL 33406*

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
*(561) 434-8789*

\_\_\_\_\_  
(Telephone)



### APPLICATION CHECKLIST

Please check the following before returning this application:

1. Have you checked every criterion?
2. Have you clearly identified school district, district school volunteer coordinator and school nominated with complete address and telephone information?
3. Has the application been signed by the person preparing the application and superintendent of the school district?

**MAIL TO** your District School Volunteer Coordinator. The coordinator will verify that all criteria have been met and forward your application to the Department of Education.

\_\_\_\_\_  
(Area Superintendent)