## CHAMBERLAIN HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Celeste Liccio , 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)].

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| **Signature of Principal or Designee**  | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** Optional |

**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 [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** Chamberlain will use the PTSA, PTSA executive board, and SAC committee to help plan, review, and improve Title 1 programs. The PTSA works with the administration to plan how to best use Title 1 funds for evening programs and speakers for parents. The PTSA and SAC also helped to develop the Student/Parent/Teacher compact, which is reviewed and revised by a parent committee. Input from parents will be documented using minutes from meetings. Invitations to participate in PTSA, SAC, and other parent committees are advertised to parents via the school website, the PTSA website, the CHS marquee, Parent-Link messages, the Pipeline Newsletter, and at Freshman First Orientation and Open House. |

**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)].

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| **count** | **Program** | **Coordination** |
| 1 | ELL language learners | ELL team holds meetings for parents during conference nights and open house, translators are available and materials are given to hel pparents access resources |
| 2 | Freshman First | Workshop for parents of freshman that teaches strategies for high school success. |
| 3 | Conference Nights | Quarterly meetings for parents and students in support of communication and student learning and success. |
| 4 | College Night | Counselors and administrators will assist parents in connecting with admissions representatives from state colleges and universities. |
| 5 | Junior/Senior Night | Counselors and Administrators will meet with parents and students to teach parents how to help their children meet graduation requirements, qualify for scholarships, and appy to colleges, universitites, and technical programs after graduation. |
| 6 | Community Outreach | School will send team into the community to participate in community resource fair to support/inform parents and families. |
| 7 | HCC and Financial Aid Workshop | College and Career Counselor and other counselors will hold a night meeting to help parents with financial aid and admissions questions. |

**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)].

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| **count** | **Activity/Tasks** | **Person Responsible**  | **Timeline** | **Evidence of Effectiveness** |
| 1 | Develop agenda and handouts that address Title 1 requirements. | Principal, APC, Title 1 Liaison | September 2015 | Copies of agenda and handouts |
| 2 | Develop sign in sheet | Title 1 Liaison | September 2015 | Sign in sheet for meeting. |
| 3 | Develop parent survey | Title 1 Liaison | September 2015 | Copies of completed surveys. |
| 4 | Develop invitations to parents | Title 1 Liaison, PTSA chair | September 2015 | Parentlink |
| 5 | Hold Annual Title 1 meeting | Principal, APC, Title 1 Liaison | September 2015 | Sign in sheet, survey |
| 6 | Distribute Title 1 brochures to all parents in attendance. | Title 1 Liaison | September 2015 | Copies of brochure |
| 7 | Compile survey results and parent input into PI plan | Title 1 Liaison | September 2015 | Survey results and parent input sheet. |

**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)].

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| **Response:** Chamberlain offers a variety of flexibly scheduled meetings and involvement opportunities. Flexible meetings will be scheduled and held at various times and days throughout the year. August-- Freshmen First parent/student orientation activity: Saturday 9am-1:00pmAugust—Open House: 4pm-7pmAugust—ELL meeting for parents: 4pm-6pmAugust----SAC Meeting eveningSeptember—Conference Night 4pm-6:30pmSetember-Junior/Senior Parent Workshop 6:00-7:00pmSeptember—Evening PTSA meeting with Conference NightSeptember—Morning meeting for ELL parentsSeptember—Title 1 Annual meeting w/PTSA 6pm-7pmSeptember-Community Outreach Sulpher Springs Sat 11am-1pmOctober—College Night for parents and students: 6pm-8pmNovember—Conference Night 4:00-6:30pmNovember-Freshman/Sophomore Parent workshop: 6:00-6:30pmNovember-Pasos al Futuro Spanish College Night: 6:30-7:30January- Community Outreach Sulpher Springs Sat 11am-1pmOther activities continue throughout the year |

**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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Curriculum/Assessment | Administration | Improve Scores | August-November | Student scores, Survey |
| 2 | Title 1 NCLB Meeting | Title 1 Liaison | Information given to support parent involvement in support of student learning | September 24th | Survey, Sign in |
| 3 | College Night | College/Career Counselor | Increase parent/community partnerships so they can actively participate in/support academic achievement. | September 30th | Evaluation Forms |
| 4 | PTSA Meetings | PTSA | Promotes family involvement and student success. | September-May | Survey, Student scores |
| 5 | PTSA Student Focus Groups | PTSA | Promotes student achievement, safety, and success. | Monthly | Attendance |
| 6 | Freshman First Orientation | Faculty and staff | Encourages and improves family involvement in support of student learning. | August | Attendance |
| 7 | Junior/Senior Parent Night | College/Career Counselor | Promotes family involvement and student success. | September | School Climate Survey |
| 8 | Freshman/ Sophomore Parent Night | College/Career Counselor | Promotes family involvement | November | School Climate Survey |
| 9 | Community Outreach | PI Coordinator/Social Worker | Promotes family Involvement | September 19th | 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible**  | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Pre planning Teacher Workshop | Principal, APC | create a supportive environment | August | increased student scores |
| 2 | PLC meetings conducted to improve ability of staff to work effectively with parents. | Principal, APC | create a supportive environment | Montly | increase student scores |
| 3 | Customer service training | Asst Principal | improve ability of staff to work with parents and increase academic achievement. | August | participant feedback |
| 4 | New Chiefs Meetings | Principal, APC | create a supportive environment | Monthly | increase student scores |
| 5 | Culture, Mangement and Engagement Training | Principal, APC | create a supportive environment | August | increase student scores |
| 6 | Sulpher Springs Outreach | Principal, APC | create a supportive environment | August | increase student scores |

**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)].

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| **Response:** Parent Resource Center: The Parent Resource Center is maintained in the Guidance Office. The person responsible for keeping the materials updated and maintaining the PRC is Belkis Sierra. The PRC contains current information regarding community resources, college and careers, financial aid, community service, Bright Futures, and other information for parents. The Parent Resource Center is open throughout the school day.PTSA/Parent Involvement Recruitment: During Freshman First, Open House, and Conference Nights,and sporting events the PTSA sets up tables to give out information to parents about getting involved, volunteering, and becoming a part of the PTSA. CHS has outstanding PTSA membership from faculty and administration |

**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)].

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| **Response:** Multiple parent mail outs prior to the start of the 2015-2016 school year provide parents with information about important activities. CHS does a mail out for the Freshman First orientation activity, and a "Pipeline" newsletter that gives information about Open House. These activities are also promoted on the CHS website and through Parent Link messages. Freshman First is held the Saturday before students return and is a four hour long parent /student orientation to the school. Information about curriculum, school policies, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet is disseminated, explained, and discussed.Open House was held prior to the start of the 2015-2016 school year. Students could pick up schedules and parents and students visited classrooms. Teachers gave parents information regarding the school wide program, curriculum, classroom procedures, assessments, and how to support their student at home. On the first day of school, the students receive the student handbook and parents are asked to sign and return a card stating that they have read the handbook and that they agree to ensure that their students abide by the school rules and policies. Students were given the Student/Parent/Teacher compact the first week of school and asked to sign it, have their parent sign it, and return it to school.During the first quarter of school, CHS holds an evening Open House, Conference Night and Annual Title 1 Meeting. Curriculum and assessment are explained to parents during Open House and Conference Night. Parents are invited to attend these events through Parent Link phone messages and posts on the school website. The PTSA is active at both Open House and Conference Night inviting parents to join and offer input. PTSA members set up tables where they talk to parents about opportunities for involvement and participation throughout the year.The process of disseminating information to parents will include but not be limited to:Calendars and School newslettersMarquee—changed weekly to reflect current eventsPipeline—Quarterly newsletterSchool Website—Updated as events occur and with links to school calendar and Edline.Edsby—up to the minute parent/teacher communication site that includes daily grades and assignmentsParent Link (automated telephone messaging system)—sent out the evening before an event in the form(s) of communication specified by the parent i.e. primary phone, secondary phone, cell phone.The school will monitor the information provided to parents through attendance records and documentation of parent notification included in the Title 1 T.A.S.K. box. |

**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)].

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| **Response:** Chamberlain utilizes the school website, automated telephone messaging system, school newsletter and flyers to keep parents informed of opportunities and activities. District forms and publications are provided in both English and Spanish to parents as needed. ELL translators are available during registration, Open House and Conference Nights. ELL translators are also available for any individual meetings or conferences with teachers, counselors, or administrators. Individual meetings are scheduled for students with disabilities to address student needs through their IEP. In addition, assistance upon request will be provided to any parent who makes a 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:

X Not Applicable

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cpagesl%5CDownloads%5CfileUploads%5C290761_2015-2016_uploadEvidenceParentInput.pdf) |

**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.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cpagesl%5CDownloads%5CfileUploads%5C290761_2015-2016_uploadCompact.pdf) |

**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.

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| [Uploaded Document](file:///C%3A%5CUsers%5Cpagesl%5CDownloads%5CfileUploads%5C290761_2015-2016_uploadCompactEvidence.pdf) |

## 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.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Title 1 Annual Meeting | 1 | 25 | Information given to support family involvement and to increase student achievement |
| 2 | Freshman First Orientation | 1 | 500 | Encourage and improve family involvement and to increase student achievement |
| 3 | Junior/Senior Parent Informational Workshop | 1 | 25 | Information given to support family involvement and to increase student achievement |
| 4 | Open House | 1 | 1100 | Fosters parent involvement, good parent/teacher communication and increases student achievement |
| 5 | Conference Night | 4 | 1500 | Encourage and improve family involvement and to increase student achievement |
| 6 | Family Fun Day | 1 | 1100 | Fosters parent involvement, good parent/teacher communication and increases student achievement |

**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)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Pre Planning Teacher Workshop | 1 | 135 | Create a supportive environment which helps increase student learning |
| 2 | Mini meetings during pre planning | 3 | 135 | Increased student scores |
| 3 | Culture, Management and Engagement | 1 | 135 | Create a supportive environment that helps increase student achievement  |
| 4 | PLC Meetings | 10 | 135 | Increased student scores |

**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)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |
| 1 | Building Capacity of Parents | The 2nd Warriors to Chiefs: Adams/Chamberlain Community Family Fun Day was created to promote communication, camaraderie, and family involvement for Adams Middle School and Chamberlain High School. Our two schools are less than a mile apart, but to nervous middle school students and parents that mile can feel like a daunting journey. Adams and Chamberlain wanted to find a way to bring the students and families of the two schools together in a casual and fun environment. The goal was to promote a positive middle school to high school transition; as well as to strengthen communication, promote family involvement, highlight community resources, and empower students. Middle school students were given the ability to meet and interact with high school students in a low stress environment, and to begin to feel comfortable on their future high school campus. High school students were given the opportunity to host the event, and show off their clubs and programs to future students |