## ANDREW JACKSON HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Evan P. Daniels , 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:** The mission of Andrew Jackson High School's Parental Involvement Plan is to foster healthy, productive relationships between students, parents, school staff members, and the community. This will be implemented through a system of school improvements and accountability which results in educational excellence of students and empowered parents that have access to resources necessary for effectiveness. Accomplishments will be attained via workshops and activities that are service oriented and enriched with positive educational experiences. |

**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:** To ensure that the Parental Involvement Plan (PIP) is continually reviewed and modified as necessary, the SAC, PTSA, City Year, and school based staff will extend assistance in disseminating information and resources to all parents. Parental activities and meetings will occur throughout the school year and will involve school updates, upcoming events, and celebrations provided from a school based administrator, modifications and suggestions from parents and community members, and registration forms for tabulation of volunteer interests. Parent sessions will conclude with brief surveys that will be utilized in identifying necessary changes and measure effectiveness and relevance of PIP. While existing member organizations will assist with the recruitment of parents to be involved, the meetings may or may not take place in concordance with existing meetings to attempt to increase involvement in both member organizations and general parent involvement. |

**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 | Individuals with Disabilities Education Act (IDEA) | Supplemental instruction support provided by Title I will be discussed at a parent meeting for parents with disabled students and during the development and review of IEP’s. |
| 2 | Title I | Support ongoing parental involvement meetings to engage parents to support student learning in the home through supplemental funds and workshops geared to parent needs |

**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, handouts, and/or presentation materials | PTSA President, Assistant Principal, Mr. Starnes | September 2015 | Agenda, PowerPoint Presentation, parent involvement survey/evaluation tool, and Parent/Student/Teacher Compacts |
| 2 | Develop and disseminate invitations; Available flyers at school entrance and administrative offices | PTSA President, Assistant Principal, Mr. Starnes | September 2015 | Printout of School Messenger (email) and Flyer |
| 3 | Maintain documented activities and workshops | Assistant Principal, Mr. Starnes | September 2015-June2016 | Title I Parental Involvement binder maintained in Parent Resource Center |
| 4 | Facilitate annual Title I meeting | Assistant Principal, Mr. Starnes | September 2015 | Power Point Presentation |

**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:** Effective relationships between school staff, parents, and students positively result in significant academic achievement for students and productive citizens for our society. In order to allow an opportunity for relationship building, the PTSA in conjunction with Jackson administration and community partners will schedule workshops and meetings at varied times to accommodate schedules of our parents.     Activities will be designed at various times in conjunction with events that would bring parents onto campus. Dissemination of information relative to parent portal access will be discussed with parents in order to provide a venue of information regarding their child's progress academically, behaviorally, and as it relates to attendance. An opportunity will be provided for parents to schedule teacher-parent conferences based upon the need of the child.    Compliance will be measured via agendas, PowerPoint presentations, sign-in sheets, parent-teacher conference forms, and Title I activity forms.    The planning groups will use existing school functions to target parents to meet them where they are; i.e. use of athletic events, band performances, and other functions that are traditionally highly attended, to offer parent workshops in conjunction with those events. |

**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 | Million Fathers March | Mr. Starnes | Recruiting fathers of students for ongoing support of academic programs for their students | September 2015 | Parent Sign-In, Flyers, Agenda, Meeting Report Form, Activity Form, Minutes |
| 2 | Parent Senior Night | Ms. Ali/Ms. Stargill/Ms. Griffin | Discuss the academic status of 12th Grade Students and identify focus areas based upon student needs. In addition, Senior timelines will be provided to parents that outlines activities that are associated with graduation. | August 2015 | Parent Sign-In, Flyers, Agenda, Meeting Report Form, Activity Form, Minutes |
| 3 | Annual Title I Meeting | Mr. Starnes | Provide resources and tools to parents for student academic success. | September 2015 | Parent Sign-In, Flyers, Agenda, Meeting Report Form, Activity Form, Minutes |
| 4 | Report Card Conference Night | Mr. Starnes/Ms. Crady | Conferencing with parents about report cards and student goals for the subsequent quarter | November 2015 | Parent Sign-In, Flyers, Agenda, Meeting Report Form, Activity Form, Minutes |
| 5 | Financial Aid Night | Ms. Griffin/ Ms. Stargill | Provide free tax preparation services to families in order to secure appropriate filing status for FAFSA | January 2016 | Parent Sign-In, Flyers, Agenda, Meeting Report Form, Activity Form, Minutes |
| 6 | Report Card Conference Night | Mr. Starnes/Ms. Crady | Conferencing with parents about report cards and student goals for the subsequent quarter | January 2016 | Parent Sign-In, Flyers, Agenda, Meeting Report Form, Activity Form, Minutes |
| 7 | Report Card Conference Night | Mr. Starnes/Ms. Crady | Conferencing with parents about report cards and student goals for the subsequent quarter | April 2016 | Parent Sign-In, Flyers, Agenda, Meeting Report Form, Activity Form, Minutes |
| 8 | Men in Schools Project (SOS) | Mr. Starnes | Recruiting parents and volunteers to assist during the first two weeks of school | August 2015 | Volunteer and Parent Sign-In, Agenda, |

**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 | Teacher FocusTraining | Ms. Bozeman | Improve the ability of staff to communicate effectively with parents on their child’s progress | September 2015 | Teacher Sign-In, Announcement Form,Agenda, Minutes |
| 2 | Faculty/Staff Book Study | Mr. Daniels/Ms. Crady/Mr. Starnes | Improve the staffs’ awareness of poverty that affect the community that Andrew Jackson High School serves to work effectively with parents by providing examples of best practices to bridge the ties between home and school. | August 2015 - June 2016 | Teacher Sign-In, Announcement Form,Agenda, Minutes |
| 3 | BARR Training | Mr. Starnes/Mr. Daniels | Introduce and prepare to implement a new student support system for 9th grade students. | August 2015 - September 2015 | Teacher Sign-In, Announcement Form,Agenda, Minutes |
| 4 | Rachels' Challenge | Mr. Starnes/Mr. Daniels | Introduce and prepare to implement a new student support system for all students. | August 2015 | Teacher Sign-In, Announcement Form,Agenda, Minutes |

**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:** Parents will be directed to Parent Involvement Center and the School Counselors' offices in order to allow technological assistance and conferencing with teachers. Our Parent Involvement Liaison, Mrs. Sonya Leggett will assist school personnel with the coordination of parent events and activities. Success will be measured by parent surveys and sign in sheets. The school will work with existing community partners to obtain funds for transportation costs, since that is a large barrier in getting parents on campus. |

**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:** During the Annual Title I Meeting, the PIP will be reviewed and parents will provide feedback for the current school year. The School Improvement Plan will be discussed as it relates to the curriculum, mandated academic assessments, and academic proficiency levels students are expected to achieve. Parents will be introduced to academic leadership team's plan for increasing student achievement and the role of the parents for student's academic success. Parent-Student handbooks are available online for review(i.e. how to schedule a parent-teacher conference, opportunities to participate, etc). Parents will also be provided access information for Parent Portal (technological format of student grades and attendance).   Documentation of dissemination methods, parent-sign in sheets, power points, handouts, and parent surveys will measure compliance for parent communication.  The PIP and compact will be accessible to parents through our guidance office, where parents will also have access to a computer workstation for grade portal and volunteer sign-ins. Communication will occur through the school website with a calendar of school activities, as well as reminders sent a week before in writing and through school messenger on the days leading up to the events. |

**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:** To ensure that information related to school and parent programs are properly disseminated, we will utilize flyers, school website and school messenger to update parents of classroom and school related activities. To determine the appropriate written language translations of parental communications, the ESOL lead designee will inform the Parental Involvement Title I designee of any updates in relation to families of other languages. This information will be disseminated to the PIP team for translation of parental communications as needed(Spanish and English). Documentation of each communication will be compiled and turned in to the LEA's Title I office within five days of the parental involvement activity.    Our guidance department, in conjunction with PTSA and the Parent Involvement Liaison, will ensure that parents with disabilities, or other barriers that may impact involvement on campus, will have access to information and a means of delivery that will meet the needs of those parents. |

**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:\Users\starnesiig\Downloads\fileUploads\160351_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:\Users\starnesiig\Downloads\fileUploads\160351_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:\Users\starnesiig\Downloads\fileUploads\160351_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 | QEA Meeting | 1 | 256 | Parent involvement, increase student awareness of the academic process and QEA initiative. |
| 2 | Senior Night/Annual Title I Meeting | 1 | 79 | Parent involvement. |
| 3 | Million Father March | 1 | 20 | Increase in parent involvement, increases students likelihood to stay motivated and focused to excel on academic commitment during school. |
| 4 | Parent Teacher Conference - Report Card Night | 1 | 220 | Parent involvement, increase student awareness of the academic process. |
| 5 | Parent/Counselors Conference | 1 | 38 | Parent involvement, increase student awareness of the academic process. |
| 6 | Athletic Parent Meeting | 1 | 12 | Parent involvement |
| 7 | Financial Aid Night | 1 | 57 | Parent involvement |
| 8 | Financial Aid Night | 1 | 57 | Parent involvement |

**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 | Faculty Meeting | 1 | 70 | Provide staff with oncourse training, fire drill/safety, and departmental PLCs. |
| 2 | Leadership Team Meeting | 1 | 12 | Improve overall staff awareness of school processes and procedures. |
| 3 | Faculty Meeting | 1 | 70 | Provide staff with IPDP training, FSA Writing Rubric overview, book study discussion, student behavior/academic matrices, and guidance classroom visits review. |
| 4 | Faculty Meeting | 1 | 70 | Provide staff with a curriculum update, book study dicussion, and PTSA/SAC information. |

**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** |
| 1 | transportation - economically disadvantaged, ethnic minority | work with community partners to obtain funding for bus transportation |
| 2 | childcare - economically disadvantaged, ethnic minority | provide more adequate notice to parents to allow for arrangements to be made |

**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** |