## FIRST COAST HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Alvin Brennan , 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** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

|  |
| --- |
| **Response:** The mission of the Parent Involvement Plan at First Coast High School is to empower parents with knowledge of district approved curriculum, state assessments, graduation requirements and how to become College Ready in order to promote student academic growth and post-secondary readiness. |

**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)].

|  |
| --- |
| **Response:** First Coast High school will involve Title I Part A parents in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parent involvement will be allocated through monthly School Advisory Council Meetings. |

**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 | FCHS Parent Academy - FSA | First Coast High School will partner with Parent Academy to facilitate student achievement courses to promote student academic achievement and navigate the school system.Advertise for the course using the school messenger, flyers, school marquee, FCHS Twitter Account, FCHS Facebook Counselors' Corner, School Website. For the Second Semester training, the course will be added to the Parent Academy Catalog. |
| 2 | FCHS Parent Academy - District Curriculum | First Coast High School will partner with Parent Academy to facilitate student achievement courses to promote student academic achievement and navigate the school system. Advertise for the course using the school messenger, flyers, school marquee, FCHS Twitter Account, FCHS Facebook Counselors' Corner, School Website. |
| 3 | FCHS Parent Academy - Grad. and College Readiness | First Coast High School will partner with Parent Academy to facilitate student achievement courses to promote student academic achievement and navigate the school system.Advertise for the course using the school messenger, flyers, school marquee, FCHS Twitter Account, FCHS Facebook Counselors' Corner, School Website. |
| 4 | FCHS Parent Academy - Tier 2 Resources | First Coast High School will partner with Parent Academy to facilitate student achievement courses to promote student academic achievement and navigate the school system.Advertise for the course using the school messenger, flyers, school marquee, FCHS Twitter Account, FCHS Facebook Counselors' Corner, School Website. For the Second Semester training, the course will be added to the Parent Academy Catalog. |
| 5 | FCHS Parent Academy - Data Workshop | First Coast High School will partner with Parent Academy to facilitate student achievement courses to promote student academic achievement and navigate the school system.Advertise for the course using the school messenger, flyers, school marquee, FCHS Twitter Account, FCHS Facebook Counselors' Corner, School Website. For the Second Semester training, the course will be added to the Parent Academy Catalog. |
| 6 | FCHS Focus Registration | First Coast High School will provide parents with FOCUS registration during Open House in September 2015. The FOCUS registration opportunity is advertised with Open House. |

**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 for Annual Parent Meeting | Justin Fluent | Two weeks prior to meeting | Parent Sign-In Sheet, Parent Evaluations |
| 2 | Data Analysis | Nicole Townsend | Prior to Opening of School | Parent Evaluations |
| 3 | Title I PowerPoint | Justin Fluent & Nicole Townsend | Two weeks prior to meeting | Parent Evaluations |

**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:** First Coast High School will offer meetings beginning at 6:00pm to accommodate parent schedules. Child care will be provided using Title I funds for the parent meetings as needed. |

**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 | Back to School Orientation | Alvin Brennan, Teachers, Staff | help students and parents become aware of school-wide expectations, standards, and goals. | August 2015 | Sign in Sheets |
| 2 | Open House | Alvin Brennan, Principal, Faculty and Staff | Give parents an opportunity to meet their child's classroom teachers and become familiar with the rituals, routines, expectations and academic goals. Parents are also introduced to the various components of the school such as FOCUS, PTSA, SAC, and the Volunteer Program. | September 2015 | Classroom Sign in sheets, Flyers and Agenda |
| 3 | Volunteer Orientation | Justin Fluent, Nicole Townsend | Provide parents with information regarding the benefits of volunteering at the school. Benefits include a positive school/community relationship as well as increased academic achievement. | October 2015 | Sign-In Sheet, Volunteer Applications |
| 4 | FCHS Parent Academy - FSA | Justin Fluent, Nicole Townsend | Parents will be given information regarding the FSA as well as resources and strategies to use at home with students to promote academic growth. | October 2015, January 2016 | Sign-In Sheet, Parent Evaluations |
| 5 | FCHS Parent Academy - District Curriculum | Justin Fluent, Nicole Townsend | Parents will be provided with information regarding District approved curriculum as well as resources to support student achievement. | October 2015, January 2016 | Sign-In Sheet, Parent Evaluations |
| 6 | FCHS Parent Academy - Tier 2 Interventions | Justin Fluent, Nicole Townsend | Parents will be provided with information regarding Tier 2 interventions and supports for students at First Coast High School. In addition, parents will be provided with resources and strategies to promote student academic growth from home. | October 2015, January 2016 | Sign-In Sheet, Parent Evaluations |
| 7 | FCHS Parent Academy - Grad. and College Readiness | Justin Fluent, Nicole Townsend, Guidance Counselors | Parents will be provided with information regarding the requirements for students to become Graduation and College Ready. The anticipated outcome is an increase in the graduation rate for FCHS. | October 2015, January 2016 | Sign-In Sheet, Parent Evaluations |
| 8 | FCHS Parent Academy - Data Workshop | Justin Fluent, Nicole Townsend | This training will provide parents with district and state assessment data as well as goals and expectations for student performance based on the data. | October 2015, January 2016 | Sign-In Sheet, Parent Evaluations |

**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 | Presentation of the Parent Compact | Justin Fluent, Nicole Townsend | To improve the teachers' ability to communicate and work collaboratively with parents. | September 2015 | Compact notebook with signed compacts by all intended participants |
| 2 | Train the Trainer - FOCUS Teacher Website | Zenja Stallworth | The teacher will be able to train other teachers on FOCUS teacher websites in order to increase communication with parents. | September 2015 | Increase in communication. |
| 3 | Teacher Volunteer Training | Justin Fluent, Nicole Townsend | Teachers will be trained on the volunteer process as well as the responsibilities of the teacher when a volunteer is in their room. | October 2015 | Teacher Evaluation |

**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:** Parents are highly encouraged to check out educational materials, books and games from the school parent involvement resource area. Current educational literature will be accessible to parents in the parent involvement resource area located in the main office. The monthly school newsletter will include a parent section on teaching strategies and homework assistance. Copies of the monthly newsletter, flyers, along with sign-in sheets will be placed in the Title I audit box as evidence. |

**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:** · Parent Blast Emails/Text Messaging/Robo Call via School Messenger  · conferences and meetings  · School Website (www.duvalschools.org/fch)  · Twitter Page (@FCHSBucNation)  · Facebook (First Coast Counselors Corner)  · School Marquee  · Monthly Newsletter (via email or school website |

**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:** FCHS will contract the district to provide us with a translator when necessary. |

**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.

|  |
| --- |
| [Uploaded Document](file:///C:\Users\fluentj\Downloads\fileUploads\162651_2015-2016_uploadEvidenceParentInput.docx) |

**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](file:///C:\Users\fluentj\Downloads\fileUploads\162651_2015-2016_uploadCompact.docx) |

**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](file:///C:\Users\fluentj\Downloads\fileUploads\162651_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.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on 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)].

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |

**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** |

**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)

|  |  |  |
| --- | --- | --- |
| **count** | **Content/Purpose** | **Description of the Activity** |