## OAK RIDGE HIGH Title I, Part A Parental Involvement Plan

I, Dr. Leigh Ann Bradshaw , 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:**   It is the mission of Oak Ridge High School to lead our students to success with the support and involvement of families and the community. To increase parental involvement through attendance at PTSA and SAC meetings in order to include them in the decision making process of planning, review and improvement for student success. The Principal, Dr. Bradshaw and the CRT, Laurene Householder will utilize the Connect Orange messenger system,send home flyers and newsletters to announce parental involvement opportunities. The school's marquee, website, FaceBook, Instagram and Twitter accounts will be current and advertise all upcoming events and activities. The scheduling of activities and events will be at a time that allows parents to attend without hardship. The Title I Annual Meeting will be held at the beginning of October 2015 to ensure that all parents have the opportunity to learn about Title I and the programs and services that it offers. Parents are encouraged to attend and join PTSA and SAC so that they can be included in the decision process of the school to ensure student success. |

**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:** Oak Ridge High School involves parents in the planning, review and decisions regarding how funds for parental involvement will be used by inviting parents to the Title I Annual Meeting in October of 2015. Information about Title I will be shared and parents will be invited to select a Parental Involvement liaison. The liaison will meet monthly with the Parental Involvement Coordinator, Laurene Householder. The Parental Involvement liaison will report to the SAC monthly and be a critical part of the agenda in the planning and review of the School Improvement Plan and Parental Involvement. Parents will review the district Parental Involvement Plan at the Annual meeting in May of 2016. Following the examples of the district plan, parents will be invited to provide input for our school plan. This will be documented in the meeting minutes. |

**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 | Title X | Our school has a SAFE coordinator who works with the McKinney Vento Program to support our homeless student population with various types of assistance and resources. |
| 2 | Title II | Students that attend The ATS program for tutoring and enrichment will participate in a parent night. Parents will be introduced to what students are learning, their accomplishments, and how to further assist their students at home. |
| 3 | Title III | Supplemental instructional support provided to schools to support ELL students will be discussed with parents during parent/teacher conferences. |
| 4 | Title I | Professional development will be offered to support the needs of the staff related to parental involvement. Coaches will provide support and monitor the implementation to ensure that training is provided as required. |
| 5 | Individuals with Disabilities Education Act (IDEA) | Supplemental instructional support provided by Title 1 will be discussed With parents during development of student IEP. |
| 6 | Title I Academic Tutoring Services Parent Night | Students that attend the ATS program for tutoring and enrichment will participate in a parent night – one in early November and one in early April- to introduce the parents to what students are learning, their accomplishments and how to further assist their students at home. |

**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 | Schedule Parent meeting on school calendar | CRT | September 2015 | School Calendar |
| 2 | Discuss and create meeting plan:agenda, handouts, powerpoint | CRT | September 2015 | Creation and copies of: agenda, handouts and power point |
| 3 | Invitations sent and meeting advertised | CRT | September 2015 | Copies of invitations, newsletter, flyer, website, marquee, phone message |
| 4 | Confirm final agenda | CRT | September 2015 | Meeting agenda and hand-out packet |
| 5 | Follow-up phone calls to parents | CRT | October 2015 | Connect Orange log and sign-in sheets |
| 6 | Have translators avaiable | Mr. Colman | October 2015 | Meeting minutes |
| 7 | Conduct Title I Annual Meeting | CRT / Principal | October 2015 | Invitation Flyer / Agenda/sign-in sheets/constant contact newsletter/ |
| 8 | Maintain Documentation is ongoing | CRT | 2015-2016 School Year - following the Title I document upload schedule set by the district. | Flyer, Agenda, Minutes, Sign-in sheets |

**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:** Important parent meetings will take place in the morning (7:00am) and evenings (5:00-7:00pm) to meet the scheduling needs of members, monitored activities will be available to younger children so that the parent may take part in the meeting without hardship. Most meetings will be held at two different times in order to ensure that all parental needs are being met to the best of the schools ability. Surveys (oral or written) will be used at every parent meeting to determine preferred meeting time for the majority of upcoming meetings. |

**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 | Tutoring, Curriculum Night, AP/Magnet Nights shared with parents. | CRT, Academic Coaches, Leadership Team | Parents will be made aware of tutoring and instructional strategies, advanced placement courses and magnet programs that will help their student in preparing for academic success and standardized end of year tests. Information will be sent in newsletters, and posted on the school website, and all othe school social media outlets. | August 2015-May 2016 | Newsletters, connect orange logs, flyers, pictures, sign-in sheets, agendas, handouts and student data. |
| 2 | Requirements for graduation and college readiness. | Guidance Counselors, Administrative Team and Senior Academic Dean | Parents and students will understand the requirements for: graduation, college admission, college application process, financial aid, scholarships, etc. Knowledge of requirements will help students and parents set goals and focus on student achievement. | August 2015- May 2016 | Meeting agendas, conference sign-in sheets, handouts, and senior tracker spreadsheet |
| 3 | Parent Conferences/review of grades, assessments, and the Compact | Teachers/Guidance Counselors | Teachers, guidance counselor, parents and student will discuss the student achievement level and set goals for the school year. Parents will be informed of ProgressBook Parent Access to monitor the grades in each subject at their convenience. Additional conferences will be scheduled as needed throughout the school year to ensure student achievement. | August 2015-May 2016 | Conference minutes, student progress reports and report cards. |
| 4 | Financial Aid Nights | Guidance Counselors | Representative from the State comes to assit our students and their families with the filing of their financial aid. | February 2016 | Flyers, sign-in sheets, agenda, pictures. |

**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 | Value of parental involvement-building communication between school and home/Parent newsletter | Teachers /Leadership Team | Improve communication between home and school and build capacity in order to support family and student and boost student achievement. | August 2015-May 2016 | Sign in sheets/newsletter/parent involvement |
| 2 | Communicating and working with parents | Leadership Team/PD staff | Improve teacher parent relationships and improve student success. | August 2015-May 2016 | Agenda/sign in sheets/handouts |
| 3 | Building ties between home and school | Leadership Team/PD staff | Improve student success by building ties between home and school so that all feel supported in learning efforts. | August 2015-May 2016 | Agenda/sign in sheets/handouts |
| 4 | Parental Involvement Training Module 1 | CRT | Professional development to learn how to build parental involvement. | October 2015 | Email, power point, exit slip |
| 5 | Parental Involvement Training Module 2 | CRT | Professional development to learn how to build parental involvement. | December 2015 | Email, exit slip |
| 6 | Parental Involvement Training Module 3 | CRT | Professional development to learn how to build parental involvement. | February 2016 | Email, exit slip |
| 7 | Parental Involvement Training Module 4 | CRT | Professional development to learn how to build parental involvement. | April 2016 | Email, exit slip |

**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:** A parent resource/college and career prep center has been established in the new school facility. Computers, parent resource books, student curriculum, college information and support services will be available to parents. The center is housed in the guidance building and open from 7:00am-3:30pm daily with after-hours appointments available at parent request. The Parent Resource/College & Career Prep Center is staffed full-time with an advisor available to assist students. Our SAFE coordinator and Attendance coordinator are here from 6:45am until 2:30pm daily and are available to assist parent's after-hours as well. Both the SAFE coordinator and Attendance coordinator are bilingual. |

**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:** The Title I Annual Meeting will be held in early October 2015. The meeting will give information about the Title I programs and opportunities available to parents so that they can become involved in their students education. Parents are welcome to provide suggestions for parental involvement activities and will meet the Parental Involvement liaison. Parents and teachers will have the opportunity to continue to meet and discuss curriculum, academic assessments, and student expectations during parent conferences, family night's orientation, open house and SAC and PTSA meetings that are held on the first Tuesday of every month. Parents will receive a copy of the PIP and will be shown how to access the plan on the school website. At the annual open house teachers will share information on curriculum, graduation requirements, assessments, ProgressBook and how parents can be involved in and monitor their student's education. Translation services are available for parents who need it. |

**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:** Information about school activities, meetings, academic reports, and other activities will be provided in languages that parents can understand. Translations will be provided by staff members on campus. Parents will also receive information through Connect Orange, also available in different languages. Translators will be accessible at school meetings and functions. Parental involvement activities and/or services will be provided on our school campus, which provides access for parents and students with disabilities. Information and services for parental involvement will be posted and updated on the school website,marquee, and all other school sponsored social media outlets on a regular basis. |

**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:

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Literacy/Book Fair Events-through a partnership with Barnes and Noble, a series of book fairs will take place at the school. Parents and students will share in literacy activities and also have a chance to purchase books or check out books from the school library. Orange County Public Library will do an on-campus sign-up for library card- students and parents may participate. | Media Specialist/Leadership Team | Improving reading/literacy through parent involvement | September 2015-May 2016 |
| 2 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | Parent meetings and events will be scheduled before school, during school hours and evening hours. For parents who are physically unable to attend meetings on school-campus, personnel will arrange a home visit in order to maximize parent involvement. | Leadership Team/Guidance/Teachers | Meeting the needs of parents so that they can participate in conferences, events and activities in order to support their child. | September 2015-May 2016 |
| 3 | Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Our Faith-Based partner will include our parents in activities to open communicationand build relationships that are essential to improving student achievement. | Leadership Team/Faith Based Partner/Mentors/PIE Coordinator | Improve student and community involvement to assist in improving student academic achievement. | August 2015-June 2016 |

**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\3943\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\IWSDN74G\fileUploads\480691_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\3943\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\IWSDN74G\fileUploads\480691_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\3943\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\IWSDN74G\fileUploads\480691_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 | Freshman Orientation Day & Upper Clasmen Open House | 1 | 910 | Parent awareness of standards, curriculum, student expectations and tools and strategies to help their student succeed. |
| 2 | Title I Annual Meeting | 1 | 27 | Parent awareness of Title I and programs and services available to their student. |
| 3 | SAC/PTO Meeting | 8 | 346 | Parental Support – improve student achievement. |
| 4 | Magnet Fair | 1 | 81 | Parent awareness of magnet programs being offered and to build a strong enrollment. |
| 5 | Performing Arts Concerts/Performances | 2 | 270 | Opportunity for parents and members of the community to share students’ success in the performing arts arena. |
| 6 | Financial Aid Night | 1 | 16 | Opportunity for students and parents to learn more about types of financial aid available and to apply with assistance. |
| 7 | AP/PSAT Night | 1 | 34 | Opportunity for students and parents to learn more about the AP courses available, speak to the instructors, see student work samples and have Q & A time. |
| 8 | ORHS Curriculum Night | 1 | 77 | Parents were invited to see what curriculum and clubs were offered in order to assist their students with making the proper academic choices. |
| 9 | Easter Egg Drop | 1 | 3300 | Hosted by our faith based partner, this event was free and open to the entire community. Parents had the opportunity to come together as a community and foster a feeling of unity. |
| 10 | Annual Open House | 1 | 456 | Parents are invited to meet the teachers, learn bout the courses their students are taking and tour the campus. |

**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 | Parental Involvement Training Module 1 | 1 | 132 | To be made aware of how to build parental involvement. and build relationships with parents. Parents will take a greater interest in their students learning and therefore students will be more focused. |
| 2 | Parental Involvement Training Module 2 | 1 | 140 | To be made aware of how to build parental involvement. and build relationships with parents. Parents will take a greater interest in their students learning and therefore students will be more focused. |
| 3 | Parental Involvement Training Module 3 | 1 | 166 | To be made aware of how to build parental involvement. and build relationships with parents. Parents will take a greater interest in their students learning and therefore students will be more focused. |
| 4 | Parental Involvement Training Module 4 | 1 | 143 | To be made aware of how to build parental involvement. and build relationships with parents. Parents will take a greater interest in their students learning and therefore students will be more focused. |

**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 | Communication of events to parents who are economically disadvantaged, have limited English proficiency and have limited literacy. Subgroup: Haitian, Hispanic, Black | Increased communications sent home in form of flyers, invitations, and connect orange in multiple languages. |
| 2 | Many contact numbers are not in service. Subgroup: Haitian, Hispanic and Black | Create communication in the most beneficial way for the parents- email, cell phone, mail, and post on all school social media outlets. |

**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 | Effective Communication | To increase communication with parents and community members all meetings, newsletters and trainings are advertised via hard copy flyers, electonic flyers, posts on our website, and posts on all school social media outlets. |