

## JEAN RIBAUTL HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Ed Robinson , 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)

**Response:** At Ribault High School we understand that parent involvement is a critical component to the academic success of our students. In order for parent involvement to be successful we are engaging parents at every opportunity through involvement in various school activities, workshops, community meetings, and constant communication.

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### 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 [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

**Response:** Ribault High School involves parents in the decision making process of Title I through SAC. All parents are invited to participate in these meetings when Title I issues are being presented. Participants take an active role in planning, and reviewing Title I programs. During a SAC meeting, parents reviewed last years PIP and made recommendations for the 2012-2013 PIP along with reviewing and discussing how PI funds will be used for parent activities. Meeting dates and times are posted on the school website, marquee, and by way of Parent Link to invite all parents to participate. All meetings are family-friendly. PIP is adopted and presented to parents at Annual Meeting, it will be placed on the school website and copies made available upon request. Minutes from the SAC meeting will be filed in the Title 1 parent involvement audit box.

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## 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     | Title I  | Information on Title I parent rights and upcoming workshops and programs |
| 2     | I.D.E.A. | Inform parent about IDEA   |

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## 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     | Develop agenda and Powerpoint | Edward Robinson    | September 24, 2013 | Copies of agendas, and Powerpoint presentation   |
| 2     | Advertise/publicize event     | Edward Robinson    | September 24, 2013 | Flyers and Marquee   |
| 3     | Develop sign-in sheets        | James Gaspard      | September 24, 2013 | Sign-in sheets for meeting   |
| 4     | Maintain documentation        | James Gaspard      | September 24, 2013 | Title I documentation box housed in Assistant Principal's office. Shared with District Office. |

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## 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:** Parent involvement activities and meetings will be held during school hours, evenings, and weekends. Parent teacher conferences will be held from 7:20 AM through 1:45 PM to accommodate parent work schedules. Math workshops will be held to facilitate parent understanding of state assessment requirements for students. Light refreshments will be served.

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## 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     | Open House                   | James Gaspard, Dean of Discipline | Parent informed of Grade Expectations, Student Schedules, and how to communicate with the teachers         | September 24, 2013               | Sign-in sheets for meetings  |
| 2     | Math Night                   | James Gaspard                     | To inform parents of state assessment expectations and provide academic support to families.               | October 2013                     | Sign-in sheets for meetings. |
| 3     | PTSA Meetings                | Edward Robinson                   | To collaborate with parents and students towards academic success.   | October 2013 through May 2014    | Sign-in sheets for meetings  |
| 4     | SAC Meetings                 | Edward Robinson                   | To collaborate with parents and community members to improve every aspect of the school.                   | October 2013 through May 2014    | Sign-in sheets for meetings. |
| 5     | Parent Teacher Conferences   | Jackson                           | For parents to monitor academic progress.  | October 2012 through June 2013   | Sign-in sheets for meetings  |
| 6     | PMP Night                    | James Gaspard                     | Monitoring student progress and parent teacher accountability.   | September 24, 2013               | Sign-in sheets for meetings. |
| 7     | Gear Up Parent Nights        | Stargel                           | Ninth grade parents are educated in what their child needs from their high school career to enter college. | November 2013 through April 2014 | Sign-in sheets for meetings. |
| 8     | Parent Workshops             | James Gaspard                     | To facilitate more parent involvement  | October 2013 through June 2014   | Sign-in sheets for meetings. |
| 9     | Father's Day at Ribault      | James Gaspard                     | To facilitate more parent involvement  | March 2014                       | Sign-in sheets for meetings. |
| 10    | Science Night                | Thomas                            | To inform parents of state assessment expectations and provide academic support to families.               | April 2014                       | Sign-in sheets for meetings. |
| 11    | Write The Night Away         | ELA Department                    | To inform parents of state assessment expectations and provide academic support to families.               | May 2014                         | Sign-in sheets for meetings. |
| 12    | Financial Literacy           | James Gaspard                     | Inform parents on Financial strategies   | March 2014                       | Sign-in sheets for meetings. |
| 13    | Resume Department            | James Gaspard                     | Provide parents with resume writing strategies   | May 2014                         | Sign-in sheets for meetings. |

## 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 | Timeline | Evidence of Effectiveness |
|-------|------------------------------|--------------------|-------------------------------|----------|---------------------------|
|-------|------------------------------|--------------------|-------------------------------|----------|---------------------------|

|   |  |                                   | Achievement  |               |                       |
|---|--|-----------------------------------|--|---------------|-----------------------|
| 1 | Faculty/Staff Parent Involvement Training during early release on establishing parent communication tools and strategies | James Gaspard, Dean of Discipline | Increased communication, interaction, and relationships with parents | November 2013 | Sign-in sheets/Agenda |
| 2 | The importance of parent involvement to student achievement  | Ed Robinson, Principal            | Increased communication, interaction, and relationships with parents | November 2013 | Sign-in sheets/Agenda |
| 3 | Parent Communication: Do's and Don'ts  | James Gaspard                     | Increased communication, interaction, and relationships with parents | November 2013 | Sign-in sheets/Agenda |
| 4 | Working with At-Risk Youth in an Urban Setting   | James Gasprd, Dean of Discipline  | Improved teacher practice, student motivation and engagement         | January 2014  | Feedback Survey       |

## 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:** Jean Ribault Senior High School will create a Title 1 Parent Resource Center. The center will be housed in the media center. Parents and guardians will be able to check out parent involvement materials to use at home to enhance student learning. These materials will be available when the funding and purchase of these materials is completed. A sign-out system will be established to monitor use of the center and material. The center will include computers for parents to access the parent portal and other DCPS websites as needed. Our anticipated timeline is: November 2013: Computers in the resource center; December: Purchase materials and organize the center. Jean Ribault Senior High will also continue to collaborate with St. Paul Missionary Baptist Church, Open Arms Christian Fellowship and Ribault's Full Service Resource Center to encourage and support parents in fully participating in the education of their children. Jean Ribault Senior High will provide surveys to parents who utilize our resource center. The completed surveys will provide us with information on how effective our center is and let us know if we need any additional items. James Gaspard, Dean of Discipline, and the media center staff will be responsible for maintaining the parent center.

## 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:** Jean Ribault High Scho0ol uses district based assessments and curriculum.

The results of these assessments are available to parents through the online On-Course system. Jean Ribault's faculty and staff will provide parents with timely information using Parent Link, Parent Portal, newsletters, emails, parent conferences, and home visits. Parents are encouraged to join PTSA and SAC as an avenue to participate in the decisions of their children's education. Parents are informed one week in advance of various events and/or meetings. Using the ParentLink telephone communication system, letters to the parent or the school's marquee. School staff will evaluate the reports to see which parents are receiving the messages from the parent link system. Those who are not receiving the messages will be provided additional blue cards to be update with the correct contact information. This will help us ensure that all parents are receiving current information about meetings and events. School staff will monitor to see how successful we are with the marketing of our parent involvement program. Parent feedback/suggestions will be requested on how best to communicate with parents to get them involved. The Parent Involvement Plan will be available on the school website, in main office, and by request once approved by the district. If parents are dissatisfied or have comments about the plan, they are welcome to submit comments to administration. We do have an open door policy that parents can always come to discuss anything.

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## 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:** The Parent Involvement Plan will be available in the front office and the resource center. Portions of the plan will be incorporated into the school's website. We will inform all parents, including parents with limited English proficiency, disabilities, and migratory children, about the services and accommodations available for them. Accommodations include, but are not limited to, translation of documents into their native language to ease the process of becoming involved in their child's school, flexible hours for the resource center to provide all families the opportunity to participate; we will provide curb-side access and wheel-chair access to the center for disabled parents. We will also utilize TransACT.

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## 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:

| count | Activity   | Description of Implementation Strategy | Person Responsible | Anticipated Impact on Student Achievement  | Timeline |
|-------|--|--|--------------------|--|----------|
| 1     | Training parents to enhance the involvement of other parents [Section 1118(e)(9)];   | PTSA Workshop                          | James Gaspard      | Parents are involved in the decision making process at their child's school.                             | On going |
| 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)]; | Home Visits/School Conferences         | James Gaspard      | Developing a relationship with the families in an effort to get them involved with their child's school. | On going |
| 3     | Developing appropriate roles for   | St. Paul                               | James              | Linking the  | On going |

|  |  |                           |         |   |  |
|--|--|---------------------------|---------|---|--|
|  | community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]. | Missionary Baptist Church | Gaspard | community to the school connects the parents as well. |  |
|--|--|---------------------------|---------|---|--|

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### Upload Evidence of Input from Parents

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

[Uploaded Document](#)

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### 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](#)

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### 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](#)

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## **Evaluation of the 2012-2013 Parental Involvement Plan**

### **Building Capacity Summary**

Provide a summary of activities provided during the 2012-2013 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.

| <b>count</b> | <b>Content and Type of Activity</b> | <b>Number of Activities</b> | <b>Number of Participants</b> | <b>Anticipated Impact on Student Achievement</b>   |
|--------------|-------------------------------------|-----------------------------|-------------------------------|--|
| 1            | Open House                          | 1                           | 425                           | Parent informed of Grade Expectations, Student Schedules, and how to communicate with the teachers         |
| 2            | Math Night                          | 1                           | 0                             | To inform parents of state assessment expectations and provide academic support to families.               |
| 3            | IB Parent Meetings                  | 1                           | 0                             | To inform parents of IB requirements and how they can implement the IB profile at home.                    |
| 4            | PTSA Meetings                       | 1                           | 0                             | To collaborate with parents and students towards academic success.   |
| 5            | SAC Meetings                        | 1                           | 0                             | To collaborate with parents and community members to improve every aspect of the school.                   |
| 6            | College Night                       | 1                           | 0                             | To provide parents with credit requirements and to assist with plans for college.                          |
| 7            | Parent Teacher Conferences          | 1                           | 0                             | For parents to monitor academic progress.  |
| 8            | PMP Night                           | 1                           | 0                             | Monitoring student progress and parent teacher accountability.   |
| 9            | Gear Up Parent Nights               | 1                           | 0                             | Ninth grade parents are educated in what their child needs from their high school career to enter college. |
| 10           | Parent Workshops                    | 1                           | 0                             | To facilitate more parent involvement  |
| 11           | Science Night                       | 1                           | 0                             | To inform parents of state assessment  |
| 12           | Write The Night Away                | 1                           | 0                             | To inform parents of state assessment expectations and provide academic support to families.               |

### **Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the 2012-2013 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)].

| <b>count</b> | <b>Content and Type of Activity</b>  | <b>Number of Activities</b> | <b>Number of Participants</b> | <b>Anticipated Impact on Student Achievement</b>                     |
|--------------|--|-----------------------------|-------------------------------|--|
| 1            | Faculty/Staff Parent Involvement Training during early release on establishing parent communication tools and strategies | 1                           | 0                             | Increased communication, interaction, and relationships with parents |
| 2            | The importance of parent involvement to student achievement  | 1                           | 0                             | Increased communication, interaction, and relationships with parents |
| 3            | Parent Communication: Do's and Don'ts  | 1                           | 0                             | Increased communication, interaction, and relationships with parents |
| 4            | Working with At-Risk Youth in an Urban Setting   | 1                           | 0                             | Improved teacher practice, student motivation and                    |

|  |  |  |            |
|--|--|--|------------|
|  |  |  | engagement |
|--|--|--|------------|

## Barriers

Describe the barriers that hindered participation by parents during the 2012-2013 school year in parental involvement activities. Include the steps the school will take during the 2012-2013 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 |
|-------|--|--|
| 1     | Low Parent Involvement(African American)           | Parent Nights                          |
| 2     | Low Achievement(Students with Disabilities)        | Tutoring Sessions                      |
| 3     | Home Financial Problems(Economically Disadvantage) | Financial Literacy Night               |
| 4     | Unemployment of Parents(Economically Disadvantage) | Resume Workshop                        |

## Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the 2011-2012 school 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 |
|-------|-----------------|-----------------------------|
|-------|-----------------|-----------------------------|