

## HAMILTON COUNTY HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Kip McLeod, 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:** The parents of Hamilton County High School will collaborate with the faculty and staff to promote education, confidence and success for each student by serving as a voice for our children and will assist to ensure the school's mission.

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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:** Hamilton County High School plans meetings at different time intervals to meet the needs of parents. Parents will be invited to meet with the School Advisory Council and share their input on how Title I funds should be used to impact parental involvement activities. Monthly calendars will be posted on the school marquee, school website and facebook and sent through email. We hold parent workshops to review Title I and all components. Surveys are distributed for feedback and online emails, Facebook and etc. are used. Backpack and other notices are sent home along with information in the local newspaper and the Connect-Ed call out system are used to make parents aware of meetings and other pertinent information.

## 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	Churches	The parent liason will collaborate with church reporters to add announcements to church bulletins and announcement display boards
2	Community List Serve Group	The parent liason will develop a distribution group of email contacts for the community at large to keep them informed about the events of the school and how the community can become more involved. The HCHS Guidance Facebook page will be used to communicate school ideas to parents as well.
3	Advanced Placement Support	The parent liason will help organize this support for students and families who would like to learn more about preparing for Advanced Placement courses and exams.
4	ELL (Title III)	Hamilton High will work with district staff to coordinate meetings and services for parents of ELL students.
5	Homeless (Title X)	Hamilton High will work with district staff to provide services for students and families provided through Title X.
6	Migrant	Hamilton High will work with migrant tutors to provide space and time for tutoring of the students in this category
7	Exceptional Student Education	Hamilton High will work with district staff and ESE teachers to coordinate meetings with teachers and parents
8	FDLRS (Florida Diagnostics and Learning Resource Systems)	Hamilton High will work with FDLRS to provide inservice as needed for staff and parents
9	Parent Night for Progress	Hamilton High will sponsor a night in September for parents to come out and check on progress of students
10	Summer Bridge Program for 7th Graders	Hamilton High will sponsor a Summer Bridge Program for upcoming 7th grade students

## 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	Utilize media and school outlets to communicate annual meeting date	Parent Involvement Liason	September 2016	Flyers, Jasper News, Emails, Facebook, School marquee
2	Develop Flyer/Invitation	Parent Involvement Liason	September 2016	Flyer
3	Contact presenters	Parent Involvement Liason	September 2016	Emails
4	Develop Agenda	Parent Involvement Liason	September 2016	Agenda
5	Reserve Auditorium	Parent Involvement Liason	September 2016	Email
6	Connect-Ed Call Out	Administration	September 2016	System Report
7	Develop Sign -In Sheet	Parent Involvement Liason	September 2016	Sign-In Sheet
8	Meeting	Parent Involvement Liason	September 2016	Sign-In Sheet/Agenda
9	Post on marque	Ashley Cribbs	September 2016	Photo

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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:** Hamilton County High School will offer meetings at convenient flexible times to meet needs of parents.

Connect-Ed call out system will be in use along with personal contacts to get parents involved.

Home visits will be scheduled to build positive collaboration between home and school.

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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	Workshops for various programs	Parent Liason	Parents will be more informed about the programs available and expectations	Fall 2016	Parent/Sign in Sheet
2	Skyward Training	Guidance Data Clerk	Access student information at home	Fall 2016	Use of Skyward
3	Florida Standards	Dept. of Education	Parents will gain more information regarding the new standards	Fall 2016	Parent/Sign in Sheet

## 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	Skyward	Teacher Support Staff	Staff will have a uniformed way to implement procedures in classes	Fall 2016	Training certificates
2	Compact Training	Parent Liason	Parents and students are more informed of expectations	Fall 2016	Completed Compacts
3	CHAMPS Training	Tacher Support Staff	Staff will use all components of program	Fall 2016	Skyward Use

## 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:** Hamilton County High is recruiting more volunteers through the classroom. There are many activities held on campus and parents are invited to come take part in the school. Many evening activities are planned to facilitate more parental involvement.

## 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:** The faculty and staff at Hamilton County High will use a variety of measures to keep all stakeholders apprised of the Title I Programs and services such as letters/flyers, the local newspaper, school announcement scroll, the school television show, radio station, call-outs, school website, email, Facebook, school marquee and word of mouth.

Parents will be informed of the types of assessments utilized at Hamilton High during Open House, parent conferences, School Advisory Council meetings, Title I meetings, assemblies, information flyers, email, and other programs.

Parents will be able to request meetings with staff for additional information. They can also meet with administration, guidance counselors, academic coaches and other staff.

Parents will be invited to School Advisory Meetings, Title I Parent meetings and other as deemed appropriate.

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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:** Faculty and staff of Hamilton County High will provide information to parents through current Skyward accounts, progress reports, and report cards. Information will be sent home and a Parent Night will be planned just for report card and adequate progress updates.

Parents will be notified of meetings in a timely fashion and transportation may be provided using the Truancy and Federal Programs departments along with our staff. Flyers, email, the local news, the school website and phone call system will be used to help with notifications.

Our ESE staff will coordinate meetings that may apply to students with Individualized Educational Plans.

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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:  
☒ Not Applicable

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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 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.

<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	Skyward	1	50	Staff will use all components of program
2	Compact Training	1	65	All stakeholders are aware of expectations
3	CHAMPS Training	1	15	Uniformity in classroom procedures
4	Parent/Staff Collaboration	5	80	Report Card and Progress Report Collaboration
5	Compliance Training	1	50	Classroom procedures that impact students
6	Title I Annual Meeting	1	30	Community presentation of the school/parent compact, Skyward, Communications and Parental Input
7	Financial Aid Scholarship Night	1	10	Completion of information required for college
8	Title I Meeting with DOE (A Night With the Star)	1	60	Parents will be exposed to information regarding reading and ways to help children at home.

### **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)].

<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	Skyward	1	50	Staff will use all components of program
2	Compact Training	1	50	Parents and students are more informed of expectations
3	CHAMPS Training	1	15	Staff will have a uniformed way to implement procedures in classes
4	Compliance Training	1	50	Staff focused on classroom procedures

### **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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
1	Transportation to meetings	Provide for transportation through district means
2	Staff Participation	Offer incentive for staff to attend after hours

3	Parent support	Invite parents to school often so they feel a part of what we do and feel that this is their school. Provide time after hours for parents who work during the day.
4	Time	Encourage parents, staff and students to volunteer just a little time after hours
5	Incentives	Research donors and grants that may help with incentives to offer participants

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### Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the previous 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
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