## TERRY PARKER HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Megan Pardue , 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:** We at Terry Parker High School feel that our mission is to support students as lifelong learners. Our charge is to provide a safe and supportive educational environment through which students will excel as learners while providing the traditional high school experiences that make all Alumni proud to be a Brave! We recognize the relationship of parental involvement to the improvement of our students, community, and ultimately, the world. We endeavor to assist our families with any and all resources available to us to affect positive outcomes to our greatest and most valuable assets-our students. |

**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:** Terry Parker High School has developed meaningful relationships with it's parents. We utilize our webpage, school messenger, marquee, and growing email data base to advise parents of meetings, events, and resources. We have a representative panel of parents who aide in the planning and review process related to parental involvement activities. Parents are invited to join this panel of parents during PTSA, SAC, and AVID Parent Nights. We also ensure collaboration with parents and community members through monthly PTSA and SAC meetings. The SAC has the responsibility for developing, implementing, and evaluating the various school level plans. The PIP is presented to parents; it will be placed on the school website, in the parent involvement area and hard copies available upon request. |

**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 | IDEA | Students and parents with disabilities are provided strategies and other accommodations through IEP meetings, quarterly reports, and regular mailouts. |
| 2 | CIS | Non-profit student program that is used to help provide acdemic and mentoring services to enable students to overcome barriers in life. |
| 3 | Beacon | Financial Aid assistance for students and parents to help parents realize college is possible. |
| 4 | FAFSA | Suport to complete Federal Financial Assistance Form. |
| 5 | AVID | AVID parent nights to support students with obtaining their goal of attending college. |
| 6 | PTSA | To increase and encourage all stakeholders support and input at the school and State level. |
| 7 | SAC | To specifically focus on having all stakeholders input on the School Improvement Plan and monitoring. |
| 8 | Title 1 | Meet parents and SAC members to review the Parent Involvement Plan draft and Budget. Also present Mid-Year and End-of-Year Data on Parent Involvement. |

**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 | Maintain documentation | Mary Naumann | May 2016 - June 2017 | CIS Site Coordinator will maintain documentation of parent involvement Black Audit Box |
| 2 | Develop sign-in sheets | Mary Nauman | October 2016 | Collected by Mary Naumann. |
| 3 | Advertise/publicize event | Megan Pardue, Principal,Tonya Rowan, AP | October 2016 | Outside marquee,school website,newsletter. |
| 4 | Prepare Parent Link/Webpage Announcement | Megan Pardue, Principal,Tonya Rowan, AP | October 2016 | Flier with school wide dissemination and posted on the website. In addition, Email database. |
| 5 | Develop agenda,handouts,and/or presentation materials | Megan Pardue, Principal, Mary Naumann | October 2016 | Copies of Agendas, handouots, and Powerpoint presentation. |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

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| **Response:** Terry Parker High School understands that parent involvement is the most important component to improving student achievement. Therefore, Terry Parker has held and will continue to hold parent meetings in order to increase involvement. All meeting/events for parents will be held at various times to accommodate working and non working parents/guardians. Currently, Parker held a meeting on September 8, 2015 (5:30.pm.). Additional meetings will be held each month throughout the school year in the evening (5:30pm). Financial Aid Night, and Class Nights will be held in the evening to ensure flexibility. All information from meetings can be obtained in guidance for parent pick up. Title I funds will be used to purchase bus passes, provide child care, and snacks. Additional services related to parental involvement might be provided determining immediate needs that are requested by parents. |

**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 | Annual Title 1 Meeting | Pardue/Rown/Naumann | Inform parents about programs, rights of Title 1 school parents | October 2016 | Agenda, flyer, sign-in sheets, meeting notes |
| 2 | Orientation | Pardue/Rowan | Expose parents and students to amenities/programs at school. | August 2016 | Postcard, flyer, various sign-in sheets |
| 3 | Open House | Pardue | To allow parents and students a brief time to get acquainted with the teachers, see the classrooms and get a quick overview of class expectations and curriculum for the year. | August 2016 | Parent sign-in |
| 4 | Freshman and Sophomore Parent Meetings | Cox | Review information for high school. | October 2016 | Sign-in sheets, flyer, agenda, survey |
| 5 | Financial Aid/Senior Parent Meeting | Cox | Information on financial aid and student's senior year. | January 2017 | Sign-in sheet, flyer, survey |
| 6 | Junior Parent Meeting | Cox | Provide information for upcoming senior year | April 2017 | Sign-in sheet, flyer, survey |
| 7 | Parent-Teacher Conferences | All | Provide parent with update on student's progress. | Ongoing 2016-2017 | Conference meeting notes |
| 8 | PTSA/SAC Meeting | Pardue | Inform and provide training to parents | 1 per month 2016-2017 | Agenda, flyer, sign-in sheets, meeting notes |
| 9 | Mid-year Title 1 Meeting | Pardue/Rowan/Naumann | Update parents about programs, rights of Title 1 school parents. | January 2017 | Agenda, flyer, sign-in sheets, meeting notes |
| 10 | End-of-Year Title 1 Meeting | Pardue/Rowan/Naumann | Final recap of Title 1 and parent input for next school year. | May 2017 | Agenda, flyer, sign-in sheets, meeting notes |
| 11 | Avid Parent Night | Shuman / Gamble | To assist parents in the high school process | February 2017 | Agenda, Flyer, sign-in-sheet, meeting notes |

**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 | Early Warning Signs Training | Kelley Cox | Goal of 85% graduation rate, increase in attendance | September 2015 | Graduation Rate, attendance data |
| 2 | Department PLC | Administration | Goal of 85% on test pass rate | August 2016 - June 2017 | FSA, Attendance |

**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:** Terry Parker High School will provide several additional resources and programs for parents to encourage and support them in more fully participating in the education of their children. We are sensitive to the varied barriers our families experience. Many may not be able to physically attend campus due to schedule restraints. We will provide materials and resources for them to participate at home, in their workplace through our website, and via our email system. For example, we will offer FSA and EOC review material sponsored through our teachers and Instructional Coaches. These materials will enable parents and children to work collaboratively toward academic goals as their schedule permits. We will also provide students with a free email account for daily communication with students and parents to strengthen the connection between home and school. Additionally, we will provide a parent resource center located at the school with computer and internet access as well as other educational resources. The center will be open daily from 7:00 a.m. - 3:00 p.m. Sign in sheets and parent feedback will be used determine the effectiveness of the center. Mary Naumann will be responsible for maintaining the 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)].

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| **Response:** Our annual Open House meeting was held August 29, 2016.. At this event parents will learn about school-wide programs and how to schedule parent-teacher conferences. Parents will be offered the opportunity to visit their child's/children's classrooms and meet their teachers. They will receive additional information on each subject area, including grading policies, assessment plans, and information on how they can help their children with the academic process at home. Teachers will maintain documentation of parent attendance and have students sign for receipt of their student handbook/Code of Conduct book. Sign in sheets are collected by the principal's secretary and student signatures will be turned in to the office of the Assistant Principal for Curriculum. Parents also have the opportunity to hear the school's vision, sign-up to participate in PTA, SAC, and/or the alumni committee and review/sign the school/parent/student compact.  The open house provides the school with an opportunity to open lines of communication. From information gathered at this event, we created a data base to disseminate Title I information to all parents. We also utilize School Messenger to announce events and school resource activities. Announcements and emails are sent a week in advance with a follow up the day prior. At the meetings, parents are educated about curriculum at the school, forms of academic assessment used to measure student progress, and the proficiency levels that students are expected to meet for grade level promotion and graduation.  For all Title I programming, information will be distributed in a timely manner via flyers, School Messenger, and marquee.   A description and explanation of the curriculum, assessments used to measure student progress, and the proficiency levels students are expected to meet will always be given to parents in parent/teacher conferences. Parents will be provided the opportunity to attend all meetings and their suggestions are welcomed and taken into consideration. All comments given by parents will be submitted to the LEA. Parents will be notified of specific activities/events via School Messenger, newsletters, school marquee, and the 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)].

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| **Response:** All written communication will be made available in English and Spanish or other languages as needed to assure understanding by the two main languages represented in the school. The school marquee, newsletter, and website will be used to communicate with all stakeholders. Communication about programs, meetings, and other events will also be distributed through homeroom classrooms. Terry Parker will use School Messenger, our phone communications's system to call the homes of parents to provide notice and inform them about school-wide programs, events, and initiatives. Faculty and staff who speak fluent Spanish are available at Terry Parker. They are also available to help parents and school officials make communication easier. Resources for students with disabilities will be provided through the ESE liaison who will assure that necessary resources are provided. Notices will be shared with ESE liaisons for dissemination and clarification. Accessibility will be aligned with the IEP process and monitored annually. Parents with disabilities will be advised through ESE liaison, Family Resource Guide, School and District personnel of available resources to support participation and integration. All copies of such fliers will be added into the Title One Audit Box. |

**Discretionary Activities**

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

X Not Applicable

**Upload Evidence of Input from Parents**

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

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| [Uploaded Document](file:///C:\Users\rowant\Downloads\fileUploads\160861_2016-2017_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.

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| [Uploaded Document](file:///C:\Users\rowant\Downloads\fileUploads\160861_2016-2017_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.

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| [Uploaded Document](file:///C:\Users\rowant\Downloads\fileUploads\160861_2016-2017_uploadCompactEvidence.docx) |

## 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/Sophomore Parent Night | 1 | 30 | Parent awareness of what to expect for their student's high school career. |
| 2 | Junior Parent Night | 1 | 17 | Parent awareness of what to expect for the upcoming senior year of high school. |
| 3 | IB Information Session | 1 | 23 | Terry Parker parents and parents from feeder middle schools come together to be informed and discuss the IB diploma compared to the standard diploma. |
| 4 | Senior Parent Night and Financial Aid Night | 1 | 25 | Information about graduation and financial aid for college. |
| 5 | AVID Family Night | 1 | 12 | Discuss benefits of students being in the AVID program. |
| 6 | PTA/SAC Meeting | 18 | 350 | Inform and provide training to parents. |

**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 | Challenge Day/Diversity Training | 1 | 125 | Goal of 85% graduation rate, reduced number of physical altercations. |
| 2 | Early Warning Signs Training | 1 | 125 | Goal of 85% graduation rate, increase in attendance. |

**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 | Time barriers (all subgroups) | Provide more flexible timing throughout the da.y |
| 2 | More involvement from parents of all sub-groups | Market and communicate events consistently |

**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** |