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

I, Mickey Y. Hudson , 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 believe all students can learn; therefore, the purpose of the Holmes County High School Parent Involvement Plan is encourage and welcome parental involvement in a consolidated effort to enhance the mental, physical, emotional, and social skills of students to equip them to make a successful transition into their chosen path upon graduation. |

**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:** HCHS has a School Advisory Council (SAC) made up of volunteers, solicited by yearly letters from principals, who have opportunities to give input into the development of school plans such as School Improvement Plan, School Parent Involvement Plan, etc. Parents are given climate surveys at the end of the school year in an attempt to gather input concerning school policies, procedures, plans, etc. Parents are asked at parent conferences for additional input that would assist schools in better serving parents and their needs.     Parents are invited and encouraged to become active members of the SAC and provide input in the development of all plans related to school improvement. Parent, staff, and student surveys will be distributed and the results analyzed to evaluate school needs. Data collected throughout the year will be shared with the SAC. |

**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 | Title I will coordinate with IDEA in discussing supplemental instructional support with parents during the development of the student's IEP. |
| 2 | Title II | Title I will coordinate with Title II in providing professional development training to schools to support the professional development needs of the staff related to parental involvement. The Title I Director will provide support and monitor the implementation to ensure that training is provided as required. |

**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 | Title I Meeting to dessiminate information regarding Title I programs and funding. | Principal/Curriculum | August 2016 | Parent sign-in sheet |
| 2 | Meeting advertised on school website and facebook page | Principal | August 2016 | Parent sign-in sheet |
| 3 | Program/Brochure highlighting all pertinent information | Principal/Curriculum | August 2016 | Parent sign-in sheet |

**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:** HCHS will conduct a survey of parents to determine the best time for parent meetings; transportation needs of parents; and any other barriers to parents' attending school meetings. Based on these results, HCHS will schedule meetings at different times to ensure maximum parental involvement. Home visits will be scheduled with parents when necessary. |

**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 | Holmes District Title I program develops a Title I calendar for the school year with dates of activities for all schools in the district and provides copies to schools for each student. | Title I Administration/Principal | Increased communication with parents in regards to school activities, parent involvement meetings, progress reports, report cards dates will enhance parental involvement with increasing student achievement. | August 2016/ On-going | Student achievement |
| 2 | Title I Parent Meeting | Principal/Student Services | Increased communication with parents in regards to school activities, parent involvement meetings, progress reports, report cards dates will enhance parental involvement with increasing student achievement. | August 9, 2016 | Sign-in Sheets |
| 3 | Senior Parent Night | Principal/Guidance Counselor | Providing parents with additional information regarding Senior activities, scholarship information, graduation requirements, and student transcripts will enhance parental awareness of the completion deadlines for their students to ensure students graduate on time. | September 13, 2106 | Graduation rates, sign-in sheets, agenda |
| 4 | School Advisory Committee Meetings | Curriculum Coordinator | Interaction with these parents and community leaders will increase student achievement to improve to meet School Improvment Plan goals | Quarterly | Meeting minutes, sign-in sheets |
| 5 | HCHS FAFSA Parent Night | Guidance Counselor | By providing another opportunity for parents to visit school and interact with school staff we anticipate student achievement to improve to meet our School Improvment Plan goals. | January 19, 2017 | Agenda, sign-in sheet |
| 6 | 8th Grade Parent Night | Principal/Student Services | Parents of incoming freshmen have an opportunity to attend this meeting to learn of graduation requirements, courses available, and meet the adminstration and faculty. Parents and students choose student's 9th grade classes and have an opportunity to meet with School Staff. | May 2016 | Student Course Request Sheets; signin sheets |
| 7 | 10th Grade Parent Night | Principal/Student Services | Parents of 10th grade students with information on graduation requirements, including Scholar Diploma designation, state tests to be administered in 10th grade, and scheduling opportunities for students 11th and 12th grade years. | Fall/Winter 2016 | Agenda, sign-in sheet |
| 8 | 11th Grade Parent Night | Principal/Student Services | Parents of 11th grade students with information on graduation requirements, including Scholar Diploma designation, state tests to be administered in 11th grade, and scheduling opportunities for students' 12th grade year. | Fall/Winter 2016 | Agenda, 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)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Parental involvment training for instructional staff | Title I Director | By providing staff training we anticipate that our student achievement will improve to meet our SIP goals. | August 2016/ On-going | Increase in parent attendance to school academic functions. survey increase of Parent involvement at each school. |

**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:** 1.HCHS will utilize the Black Board Connect Telephone system to contact parents on days that progress reports, report cards, or other assessment data are sent home with students.   2.HCHS will post important dates on the school website and Facebook page.  3.Instructional staff will contact parents if a student drops to a D or F grade in his/her classroom.  4. Parents will be encouraged to set-up parent/teacher conferences when necessary to promote student achievement.  5. Parents and students will be encouraged to utilize the Parent Portal available to monitor student grades and attendance.  6. An automated phone message will be activated daily to inform parents of students' absences. |

**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:** 1. Meeting notices will be posted on the school website and the school facebook page.   2. Title I District Calendar distributed to all students with meeting dates listed. |

**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:** Written communication will be provided for parents in English and Spanish, with PAEC providing translating services. HCHS has a small number of Spanish students. PAEC translators will be available when needed at parent meetings to provide translation services to ensure that parents are able to fully participate in parent meetings. Counselors will alert the Title I Director if there are additional language requests. The Title I office will keep on file copies of information sent by schools to parents in additional languages to ensure that this requirement is met. This information is maintained at the school site.    The Title I director will contact each school's guidance counselor at the beginning of the year to determine if there are parents with special needs (wheel chair, deaf, blind etc.) and if so what accommodations are needed so they can freely participate in parent involvement activities at their child's school. |

**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\callahanm\AppData\Local\Temp\fileUploads\300261_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\callahanm\AppData\Local\Temp\fileUploads\300261_2016-2017_uploadCompact.doc) |

**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\callahanm\AppData\Local\Temp\fileUploads\300261_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 | Progress Reports sent home | 4 | 1200 | Student achievement will increase with parent participation |
| 2 | Letters about state testing | 2 | 800 | Parent involvment increases student achievement |

**Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Parent Involvment Videos | 2 | 40 | Parental involvment increase student achievement |

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Other Community Activites | Work with the Middle School and Elementary School to ensure activities are not planned on the same evening |

**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** |