**MIAMI NORTHWESTERN SENIOR HIGH Title I, Part A Parental Involvement Plan**

I, Wallace Aristide, 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 school-wide 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)].

**Signature of Principal or Designee** Date Signed

# Mission Statement

Parental Involvement Mission Statement (Optional)

**Response:** The Mission at Miami Northwestern Senior High is to increase our Parental Involvement by 10% and make contact with over 1400 parents prior to the ending of this school year. We plan to accommodate our parents and meet our goal through academic skill building sessions scheduled on Saturday's.

# 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)].

**Response:** Parents are major stakeholders within our school. Collective collaboration is instilled in the School Improvement Plan. Parents are encouraged to join the PTSA and the ESSAC committee to ensure their voice is heard. PTSA meetings are also held monthly in the evenings, which offer an opportunity to engage in an open forum. In addition to the school's weekly newsletter, the school's website offers up to the minute information that also includes upcoming events. Also, our CIS is available to assist parents on the parent portal in order to encourage parental participation and ownership of their child's academic progress. Parents are updated weekly through our Connect Ed messaging system to deliver messages as it pertains to internal and external information that will affect the operations of the school.

# 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 | PTSA | Hold monthly meetings in the evenings to provide parents with school information and discuss parental assistance with school activities. |
| 2 | Individualized Conferencing | Offer meetings after school and to assist parents with an understanding of graduation requirements, college applications, and financial aid. |
| 3 | ESSAC | Hold monthly meetings at various times to provide review the school improvement plan ( A live document), and discuss concerns, strategies and solutions |

# 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 | Parent/Student/Teacher Open House Night | Assistant Principals, Principal, Teachers | Opening of School Year | Contact Logs, Connect Ed Logs, Website Visits |
| 2 | Student Orientations | Counselors, Assistant Principals, Principals | Opening of School Year | Contact Log, Connect Ed Logs, Website Hits |
| 3 | Annual Title I Parent Meting | Principal | Opening of School Year | Contact Logs, Parent sign in sheets, Connect Ed Logs |
| 4 | Class Orientations | Counselors, Assistant Principal | August, October, November, December and March | Contact Logs, Parent Sign-In |

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:** To ensure that all parents are given an opportunity to attend meetings are offered in the evenings and on Saturdays to assist parents with the understanding of high school requirements, as well as post-secondary options. As an accommodation for those parents who are unable to be reached via telephone, home visits are set as the alternate route.

# 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 | PTSA | Assistant Principals, PBS | Provisional opportunity that offers parent participation in school activities, parental assistance, and knowledge about school information | Annual, ongoing | Parent Sign In sheets |
| 2 | EESAC | EESAC  Chairperson, Principal | SIP review, Funding review of school initiated incentives for student success and school activities, Curriculum achievement monitoring, as well as parent, school, community collaboration | Per School Year | Contact Logs, Sign in Sheets, Public Awareness of Meetings |
| 3 | Parent Academy Workshops | Assistant Principal, Parent Academy Liaison | Series of workshops held | On a monthly basis throughout the school year | Parent sign in sheets and Connect Ed logs |
| 4 | Parent Portal Enrollment Fairs | Assistant Principal and CIS | Series of workshops helps | Annual, ongoing | Parent sign in sheets and ConnectEd logs |
| 5 | Parent Conferences | Counselors | Attendance, Behavior and Academics approved | Ongoing | Parent Contact Logs |

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 | Attendance Monitoring | Principal, Assistant Principal, Gradebook Manager | In an effort get parents to buy into their students’ academic achievement and growth | Annual, On going | Counselor contact logs, Parent sign in sheets, Teacher communication logs |
| 2 | Academic Progress/ Achievement Monitoring | Counselors, Teachers, Assistant Principals | In an effort to decrease the regression of high performing students, students will be monitored weekly based on their grades, attendance, formative and summative test results, parents will be notified at the onset of student lack of performance | Annual, On going | Counselor Contact Logs, Teacher Communication Logs |
| 3 | Professional Development Activities geared toward parental outreach | Counselors, Teachers, Assistant Principals | Faculty will monitor student attendance in an effort to decrease absences and promote student achievement, after 3 unexcused absences, parents will be notified by their students counselor for conferencing | Annual, On going | Counselor contact Logs, Teacher communication Logs |

# 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:** The parent resource center serves as a beacon for educational trainings, in home services offered through the the schools social avenues, as well as a post secondary support system for the student and parent. Events and trainings are scheduled on a monthly basis, in the evening or on the weekend as well to maximize the opportunity of having parents attend.

# 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 school-wide 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:** Parents are notified of Title 1 information (and program offerings) early in the school year through letters sent home with students, the Annual Title I meeting and the Open House activities. Curricular information and descriptions and student academic expectations are available and readily accessible on the school's website. Parents are afforded the opportunity to formulate suggestions and provide feedback in the PTSA and EESAC meetings, which are held on a monthly basis. In the event that parents deem the school's approach unsatisfactory, the school will include and address the parents' comments/concerns in the school's plan.

# 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:** Parents are informed of upcoming parental involvement activities through the ConnectEd messaging center, as well as, through letters sent home (varying languages). To provide parents with adequate opportunities to participate in parental involvement activities; activities are scheduled at various times, including but not limited to after- school hours and Saturdays.

# Discretionary Activities

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

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated**  **Impact on Student Achievement** | **Timeline** |
| 1 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Parent Academy Workshops | CIS | Increase in Proficiency | December |
| 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 | CIS | Increase is Proficiency | Year Round |
| 3 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | PTSA  Workshops/Meetings | PTSA | Increase in Proficiency | Monthly |