## VERNON HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Brian Riviere , 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:** The mission of the Parent Involvement Plan is to strengthen family involvement and family empowerment in the school by coordinating and integrating parental involvement strategies with School Improvement, Title I, Title II, Title IV, and Title VI Programs and community involvement activities. |

**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:** Vernon High School will utilize the School Advisory Committee to develop, implement and evaluate the parent involvement policy/plan. Members will be selected based on the criteria set by the state for advisory members. The majority of the members will not be employed by the school district. The committee will be composed of the principal,assistant principal, a balanced number of teachers, education support employees, students, parents, and other business and community citizens who are representative of the ethnic, racial, and economic community served by Vernon High School. Information will be discussed and gathered from all participants for developing the parent involvement policy. Parents are encouraged to participate in developing the plan. Parents will have an opportunity to provide input in person and through surveys. |

**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 | Title I | Title I plays an integral part of our school's instructional plan.  |
| 2 | Homeless and Unaccompanied Youth | Title 1 Coordinator will work closely with the District's LEA to assist our students who are unaccompanied or homeless. |
| 3 | Engaging Parents | Title 1 Coordinator will provide parent access to the on-line information for parents.  |
| 4 | IDEA | Students with disabilities have an individual education plan (IEP) and parents are given strategies for working with students at home. |
| 5 | ESOL | The staff will communicate and disseminate family involvement information by providing documents in multiple/other languages so parents will have full access to communications from schools and feel welcome to attend events.  |

**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 | Open House | Guidance Counselor | August, 2016 | Parent sign-in rosters in individual classrooms. |
| 2 | Parent Link  | Assistant Principal | August 2016- May 2017 | Log of completed calls. |
| 3 | Attached Memo to Report Card | Guidance Counselor | Quarterly | Copy of memo. |
| 4 | 9th Grade Orientation | Guidance Counselor/Assistant Principal | August 2016  | Parent sign-in roster, Copy of handouts. |
| 5 | Advanced Placement Night | AP Teachers | February 2017 | Parent sign-in roster. |
| 6 | College and Career Night | Guidance Counselor | January 2017 | Sign in roster, parent survey. |
| 7 | Florida Standards Parent and Family Night | Teachers/Guidance Counselor/Administartion | August 2016-May 2017 | Parent sign-in roster, Copy of handouts.  |
| 8 | SAC Meetings | Principal/Asst. Principal | August 2016-May 2017 | Sign in Roster |
| 9 | Dual Enrollment Day | Guidance Counselor | October 2016 | Sign In Roster |

**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:** The Title I coordinator will review Vernon High School's calendar of events and coordinate activities prior to/in coordination with athletic events allowing parents who participate in the parent meetings to enter the athletic event free of charge. Some of the meetings will be in accordance with the School Advisory Meetings, so parents who are already attending one can also attend the other. VHS works diligently to work around parent and student work schedules to provide opportunities to attend school meetings and additional training opportunities. |

**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 | Title 1 Annual Parent Meeting | Assistant Principal | Provide information to parents on the school year and how they can assist their children. | August 2016 - May 2017 | Parent sign-in rosters. |
| 2 | Family Literacy Night | Reading Coach | Provide parents with specific strategies for them to use while assisting their children in reading. | August 2016 - May 2017 | Parent sign-in roster. |
| 3 | Open House | Guidance Counselor | Provide information to parents on graduation requirements, high stakes exams, and expectations for the upcoming school year. | August, 2016 | Parent sign-in rosters. |
| 4 | Drama Presentations | Drama Teacher | Provide parents an opportunity to see their child/children present reading content in a way that builds self-confidence and effectively builds their child's self-esteem. | November, December, March and May 2016-17 | Copy of program/production. |
| 5 | Registration Night | Guidance Counselor | Provide information to parents and students on graduation requirements and upcoming academic opportunities, while also allowing them to register for the upcoming year's academic courses. | March, 2017 | Copy of program & parent sign-in roster. |
| 6 | Language and Literature Week | English Teachers | Provide parents with specific strategies for them to use while assisting their children in reading, writing and the humanities.  | January, 2017 | Copy of schedule of events for the week. |
| 7 | College Night | District Guidance Counselors | Assists students and parents in completing the FASFA and college scholarship applications. | January, 2017 | Sign in sheets. |
| 8 | School Messenger/Focus Parent Portal | Administration | Provides parents with timely grade information and abilities to keep track of their students academic career. | August 2016-May 2017 | Copy of schedule, notice to parents. |
| 9 | Parent-Teacher Conferences | Teachers | Teachers conduct conferences to discuss student achievement and course expectations.  | August 2016-17 | Sign in Sheets |
| 10 | AVID Night | AVID Coordinator | Provide information to parents and students about AVID. | August 2016-May 2017 | Sign in Sheets |
| 11 | SAC | Brian Riviere/Dr. Charles Peterson | Increase parent/community awareness and involvement regarding the events/activities at VHS; students have a greater opportunity to be successful when there are more stakeholders involved in their educational experiences. | August 2016-May 2017 | Sign In Sheets |

**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 | New Teacher Induction Program. | Brian Riviere/Dr. Charles Peterson | Provides teachers with strategies for effectively involving and working with parents. | August 2016- May 2017 | ePDC follow-up,teacher portfolios. |
| 2 | Teacher Training on Parent Communication. | Brian Riviere/Dr. Charles Peterson | Train teachers to communicate effectively and regularly with parents. | October 2016 | ePDC follow-up |
| 3 | Professional Learning Community on developing and fostering effective parent involvement for teachers. | Brian Riviere/Dr. Charles Peterson, and Michele Carter | Teachers will be given a review of materials and activities to help with conferencing effectively with parents and building a support team with their parents to improve student attendance, behavior and achievement. | November-May,2016-17 | sign in sheets, epdc records and review minutes. |
| 4 | Value of Parent Involvement | Brian Riviere/ Dr. Charles Peterson | To provide faculty an overview of Parent Involvement Plan; in-service on the value of parents and how to create relationships with schools. | September 22/October 20, 2016 | Sign in Sheets |

**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:** Vernon High School has numerous parental activities that will occur throughout the school year 2016-17. These activities will include: Open House, AVID Night, College/Career Parent Night, Beta Inductions, Veteran's Day Assembly, Winter and Spring Band Concerts,SAC Meetings, Parent/Teacher Conferences, Spring Fling Day, Black History Month Program/Luncheon, and multiple drama presentations. Parents are strongly encouraged to access the school website which includes direct e-mail access to staff, the school calendar, and other various information. At registration time, parents are encouraged to come and be a part of the planning for their child's upcoming academic year. Planners will be given to each student so that parents can communicate with their student(s)' teacher. |

**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:** Vernon High School will deliver a description and explanation of the curriculum at the school during the Open House. The staff will also provide information on proficiency and graduation requirements, as well as end-of-course exams and FSA's to parents during our specified days of one-on-one parent/student/teacher academic advising. We will also offer a Parent Registration Night, so parents who may not be available during the daytime, will have an opportunity to come learn about the opportunities and requirements for their children. VHS will use the School Messenger phone/email link system and the new Focus Parent Portal to make parents aware of these various opportunities. The electronic sign in front of the school allows us to keep current activities and opportunities visible to parents, students and the communities as well.Information on parent meetings will be advertised on our Vernon High School website calendar, as well as, sent home on Parent-Link messages through the phone system. |

**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:** Vernon High School will take the following actions to ensure that the Title I information related to the school, meetings, and other activities, is sent to the parents in an understandable and uniform format, including alternative formats upon requests, and to the extent practicable, in a language the parents can understand. Vernon High School will accommodate parents with disabilities with access to parental activities and/or services. Information will be sent home via backpacks, use of Parent-Link phone/email messaging system, the FOCUS Parent Portal and US postal mail. Vernon High School will also provide information of parental activities on the school website. The Guidance Counselor is the liaison for VHS in communicating student information to parents.  |

**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%3A%5CUsers%5Cpeterson_c.VERNONH%5CDownloads%5CfileUploads%5C670051_2016-2017_uploadEvidenceParentInput.pdf) |

**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%3A%5CUsers%5Cpeterson_c.VERNONH%5CDownloads%5CfileUploads%5C670051_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%3A%5CUsers%5Cpeterson_c.VERNONH%5CDownloads%5CfileUploads%5C670051_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 | Open House | 1 | 500 | Increase parent connections to their student's learning environment and expectations. |
| 2 | College Parent Night | 1 | 50 | Allow students and parents to complete FASFA application and search scholarship applications. |
| 3 | Registration  | 1 | 200 | Provides parents an opportunity to schedule their student's classes and have input into next steps as well as graduation requirements. |
| 4 | Advanced Placement Night | 1 | 25 | Provide students and parents with information regarding advanced coursework. |
| 5 | Orientations for upcoming 9th grade | 2 | 400 | Provide students and parents with information regarding schedules, routines, and procedures. |

**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 | Comprehensive Instructional Sequence Model(CIS) | 1 | 25 | Allows teachers to develop lessons that increase student access to complex text and informational reading which will impact reading proficiency |
| 2 | CPALMS | 1 | 25 | Trained teachers to access resources in CPALMS to develop Common Core Lessons |
| 3 | Springboard Adoption | 1 | 4 | Teachers adopted materials from Springboard curriculum to help make English curriculum consistent across middle and high school levels |
| 4 | Math Adoption | 1 | 4 | Teachers met to adopt new math curriculum that tied to new FLorida Standards for Mathematics |
| 5 | Curriculum Maps/Pacing Guides | 1 | 25 | Math and Science teachers worked district wide to create a pacing guide for each of their subjects which helps maintain a consistent pace in content being taught |
| 6 | Department Meetings | 1 | 25 | Departments meet regularly to discuss standards based instrucition, grading procedures to ensure that their is a uniform procedure in place to help students succeed |
| 7 | Performance Matters/data/ Apperson | 1 | 25 | Teachers were trained in using the progress monitoring platform to keep accurate data for all students and for using technology to enhance standards based instruction and mastery of skills |
| 8 | New Florida Standards | 1 | 25 | Teachers were afforded many opportunities for new standard trainings in order to better understand their specific standards and the testing specifications for them |
| 9 | AVID | 1 | 7 | To grow/train new teachers/staff in AVID frameworks. |

**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 | Economically disadvantaged | Provide more transportation, by picking up parents to attend meetings |
| 2 | Social background(first time graduate/college student | Inform parents as often as possible about graduation requirements, college financial aid opportunities and scholarship opportunities |
| 3 | Parent working hours conflicting with school events | Hold events at varied hours |
| 4 | Limited support from community partners.  | Enlist more support from community leaders to help engage parents. |

**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** |