## AMERICAN SENIOR HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Francisco Garnica , 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)].

|  |  |
| --- | --- |
| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

|  |
| --- |
| **Response:** American Senior High School believes that parental involvement is essential to student achievement and therefore encourages family participation in educational planning opportunities. In the spirit of the District/School/Family and Community partnerships, this plan seeks to strengthen the partnership among parents, guardians, staff, school, the community, and the District by providing for parents involvement in decision-making as members of school-based planning teams, local parent groups, and the District-wide committees. Increasing the parent training opportunities that help parents support their teens at home will strengthen this partnership. |

**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:** American Senior High School believes in involving parents in all aspects of its Title I program. The EESAC has the responsibility for developing, implementing, and evaluating the various school level plans. Approximately 20% of the EESAC representatives are parents. In addition, all parents were given the opportunity to review the plan and offer their input prior to approval. All parents were given surveys seeking their input on activities, training, and materials needed to help their teen. Results of parent surveys are reviewed by the EESAC to determine needed changes. During the EESAC meeting when site plans are devised, the committee will decide with input from parents who the parental involvement funds will be used. |

**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 | NAF/Small Learning Communities/Career and Technical Education | The SLC Coordinator will work with the District's School of Choice and Parental Options office , The National Academy Foundation, and key site personnel (i.e., Literacy Leadership Team) to coordinate Parent Orientation meetings and career academy workshops for both freshmen and returning students on the various career academies at American Senior High School. |
| 2 | Title I, Part A | Services are provided to guarantee that students requiring additional remediation are assisted through afterschool programs or summer school. Parents are notified of these services through the school's website, flyers, and automated parent calls through Connect ED. Parents are also afforded opportunities to conference with staff and attend informational meetings on these services. The District coordinates with Title II and Title III in ensuring that staff development needs are provided so |
| 3 | Title I, Part A (continued) | that they can better address student learning needs and educate parents about at-home support strategies. |
| 4 | Title I, Part C Migrant | Services are provided to support migrant students and parents. The District Migrant liaison coordinates with Title I and other programs and conducts a comprehensive needs assessment of migrant students to ensure that their unique needs are met. This includes, but is not limited to, parenting strategies for ensuring the migrant students success at school. |
| 5 | Title II | MDCPS is a Title II District that uses supplemental funds for improving basic education as follows: (1) training for ad-on endorsement programs such as reading, gifted, and ESOL and (2) release time for Professional Development Liaison. The training by teachers equips them to further assist parents in workshops, conferences and/or orientations. |
| 6 | Violence Prevention Program | At American, our TRUST counselor focuses on counseling students to solve problems related to drug and alcohol abuse, stress, suicide, isolation, family violence and other crises. As part of this counseling service, parents are included when appropriate and referred to outside agencies when needed. |

**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 | Develop agenda, handdouts, and or presentation materials that address the required documents | Administration; CIS; District Support | August | Copies of agendas and handouts |
| 2 | Develop and disseminate invitations/flyers | CIS; Administration | August | Flyer with date of dissemination posting on school website and school marquee |
| 3 | Advertise event | CIS; Administration | August | Posting on school website; Connect ED |
| 4 | Develop sign-in sheet | CIS; Administration | August | Sign in sheets for Parent Resource Fair, trainings, and classrooms |
| 5 | Maintain documentation | CIS; Title I Support | August | Title I documentation box housed in the main office will be shared with District Title I Office |

**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:** Since it is our sincere belief that parental involvement is integral to student success, we offer parent meetings on a flexible schedule. Data obtained from parent surveys and attendance rosters were used in decision-making pertaining the scheduling of these meetings. For example, our annual Title I meeting and Parent Resource Fair are held on the same evening as our Open House to encourage greater participation from our parents. Furthermore, since some of our parents are stay-at-home parents, we schedule our EESAC meetings in immediately after school to encourage greater participation by both the parent and his/her teen. Additionally, the parent center is open daily from 8:00 AM to 11:30 AM for parents to pick up materials or to visit with our part-time Title I Community Involvement Specialist (CIS). |

**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 | PTA/PTSA Meetings | PTSA Chair; Administration | Parents receive information on an ongoing basis on curricular and extracurricular happenings and are encouraged to provide feedback on existing efforts. They are also solicited for input regarding school-wide programs and initiatives. | Monthly | Attendance records |
| 2 | EESAC Meetings | EESAC chair; administration | Parents will receive monthly updates about issues impacting student achievement and measures needed to provide appropriate in-home support. Parents are also encouraged to an active role in decision-making affecting all aspects of the school program. | Monthly | Attendance records |
| 3 | Individual conferences regarding student progress | Student Services; Administration | Student services personnel with the assistance of the CIS will provide information to parents about logging to the Parent Portal and will be provided student histories. | Ongoing | Sign-in Logs |
| 4 | Advanced Academic Orientation | Curriculum AP; Leadership Team | Parents will receive information on the AP and AICE exams and how they can provide appropriate in-home support for the students taking the exam. | Spring | Attendance records |
| 5 | Title I Parent Resource Fair | CIS; Admin; Literacy Ldrship Team | Teachers and club sponsors will set up table displays and information booths on the various curricular and extracurricular offerings at American Senior High. Parents will be provided brochures, newsletters, and flyers on events and offerings. | September | Attendance records |
| 6 | Parent Portal Training | Test Chairperson; Community Involvement Specialist | Parents will receive training on how to access their child's records online and monitor their academic progress in all classes. | August | Attendance records |
| 7 | Senior Orientation | Senior Class Sponsor; CIS; Activities Director; | Parents will be provided with grade specific information pertaining to assisting their senior level teen in meeting state requirements for graduation. Information will be posted on the school website as well. | September; January | Attendance records |
| 8 | Freshmen Orientation | SLC Crdntr; CIS; Admin; Activities Dir | Parents will be provided with provided with specific information regarding the various career academies available at American Senior High for freshmen and the requirements for graduating successfully from high school within four years. | August | Attendance records |

**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 | New Generation Standards; Train the Trainer | PD Liaison; Leadership Team; Administration | Attendees will receive training on the new generational standards for | August - September | Payroll Documentation; PD records |
| 2 | Increasing Rigor Across the Curriculum; Train the Trainer | Dept Chairs; Ldrship Team; PD Liaison | Teachers and administrators will attend trainings where they will receive FLDOE and District updates, strategies for increasing curriculum rigor, and recommendations for garnering parental support of classroom efforts. | Fall | Payroll Documentation; PD records |
| 3 | Title I Reading Coach Trainings | Title I Office; PD Liaison; Reading Coach | Reading Coaches will receive instruction on FLDOE updates, progress monitoring and assessment, and research-based reading programs. They will also receive information on involving parents and keeping them informed of student reading needs. | Ongoing | Payroll Documentation; PD records |
| 4 | Security Personnel Training | District; School Police; Security Personel | Attendees will receive information on maintaining a safe and orderly environment for students, staff, and parents. This information will be shared with parents as they visit the school and policies are enforced regarding their movement on campus. | Fall | Payroll Documentation; PD records |
| 5 | Title I CIS Training | CIS; Administration; District Title I | CIS will attend training on increasing parental involvement through workshops, written communication, fairs, etc.. | Ongoing | Payroll Documentation; PD records |
| 6 | District Dept Chair Trainings | District; Leadership Team; Administration | Department Chairs across the curriculum will attend trainings where they will receive FLDOE and District updates, strategies for increasing curriculum rigor, and recommendations for garnering parental support of classroom efforts. | Fall | Payroll Documentation; PD records |
| 7 | District Student Services Personnel Training | Student Services; Administration; PD Liaison | Student Services personnel will receive training on graduation requirements and strategies for keeping parents informed about the most effective strategies for supporting teens. | Ongoing | Payroll Documentation; PD records |
| 8 | TRUST Counselor Training | Administration; District; TRUST Counselor | Parents will receive information on how to provide in-home support for students struggling with abuse or other problems - - problems which can adversely impact student performance in school. | Fall | Payroll Documentation; PD records |
| 9 | New Accountability Standards | EESAC; Leadership Team; Administration | Attendees will receive information on the new 1600 point scale for High Schools. This information will be shared with parents on the website and during Open House. | Fall | Sign In rosters |

**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:** American Senior High will conduct other activities to encourage and support parents in more fully participating in the education of their teens. We will: (1) enhance our parent information center; (2) expand the resources available to parents; and (3) devise more celebratory/performance activities/events to encourage parent attendance after hours. |

**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:** At the annual meeting of parents in September, American Senior High will hold a general meeting where information will be presented about the Title I Programs, the curriculum and academic assessments. Parents will learn about curriculum offerings, graduation mandates, and assessments. Parents will learn about the school-wide program, parent-conference request procedures, and opportunities for participating in decision-making regarding the school program. Upon the conclusion of the general meeting, parents will be invited to visit their teen's teachers and participate in a parent survey at the end of the meeting. During the classroom visits, teachers will provide information on class content, performance expectations, and how parents can support classroom efforts at home. The same information will be provided in an informational packet distributed the following day for all parents unable to attend. Teachers will maintain sign-in sheets and provide a copy to the administration and the CIS for the Title I files. |

**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:** In keeping with our commitment to parental involvement, American Senior High provides opportunities for the parents of Limited English proficiency students (LEP), parent of students with disabilities (SWD), and parents of migratory children through ensuring that school correspondence and communication are in both English and Spanish. Additionally, the school will disseminate information through various sources such as parent letters, flyers, CONNECT ED messages, website postings, progress reports and report cards, information pertaining to using instructional software at home, FAIR Reports, Reading Plus reports, FCAT results and data interpretations provided by the FLDOE, and parent conferences with staff regarding students' progress and needs. Parents will be encouraged to discuss their teen's performance with student services and instructional personnel throughout the year. Resources are also available at the Parent Resource Center. |

**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:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];and | Participate in the planning, revision and implementation of the School Improvement Plan through EESAC. | EESAC; CIS; Administration | All tested areas for state accountability on the 1600 point scale - - FCAT performance, AP/AICE performance, and graduation rate. | August 2014; May 2015 |
| 2 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Participation in District/Local PTSA/PTA workshops | PTSA President and PTSA; Administrative Liaison; CIS | Increase parental involvement in both curricular and extracurricular activities by monitoring student participation and academic progress | Ongoing |
| 3 | 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)]; | Individual parent conferences regarding student academic and behavioral performance | Student services; administrators; teachers | Graduation requirements; Progress monitoring | Ongoing |

**Upload Evidence of Input from Parents**

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

|  |
| --- |
| [Uploaded Document](file:///C:\Users\263298\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\B3L2AMON\fileUploads\137011_2014-2015_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.

|  |
| --- |
| [Uploaded Document](file:///C:\Users\263298\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\B3L2AMON\fileUploads\137011_2014-2015_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.

|  |
| --- |
| [Uploaded Document](file:///C:\Users\263298\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\B3L2AMON\fileUploads\137011_2014-2015_uploadCompactEvidence.doc) |

## 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.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Freshman Orientation | 1 | 182 | Parents and students were given an introduction to American including curricular offerings, parent portal assistance, school policies and a host of parent tips to help with student transition |
| 2 | Title I Annual Parent Meeting | 1 | 1741 | Parents were given an opportunity to review the Title I School-Parent Compact and was informed about the Title I program at American. |
| 3 | Senior Parent Night | 1 | 118 | Parents were well informed regarding Senior Activities/Events, their childs academic status, testing updates and scholarship opportunities. |
| 4 | Academy of Biomedical Careers Magnet Orientation | 1 | 27 | Parents and students were informed of the requirements of the magnet program as well as the many career opportunities resulting from exposure to the program |

**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)].

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | iCare customer Service Presentation | 1 | 21 | Good customer service improved communication which ultimately positively impacts 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 current 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)].

|  |  |  |
| --- | --- | --- |
| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Work hours of parents | Schedule flexible times for parent activities (PTSA, EESAC, Orientation meetings, Academy presentations). |
| 2 | Language Barriers during parent conferences | Provide staff translator for parents who are not bilingual. |

**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)

|  |  |  |
| --- | --- | --- |
| **count** | **Content/Purpose** | **Description of the Activity** |