

LEHIGH SENIOR HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Jackie Corey , 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: n/a

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 [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

Response: During the SAC meeting and the annual Title I meeting, parents will be given the opportunity to provide input into how the 1% set-aside funds for parent involvement will be allocated. To obtain more parent involvement, parents will be invited to join the SAC during the Open House at the beginning of the school year, through the school newsletter, school website, and via Parent-link phone calls. Based on parental feedback from previous SAC meetings, we will try to provide a Spanish translator at our SAC meetings. Parents will be provided information with every progress report and newsletter including, but not limited to, upcoming events, meetings, graduation requirements, college, career, financial aid, and testing information. All documentation, such as agenda, sign-in sheets, and meeting minutes, will be maintained in the Title I Tool Kit. In addition, agendas, meeting minutes and presentation information will be posted on the school's website under Parent Resources.

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	n/a	n/a

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	Development of Agenda to be used during Open House.	APC	August	Agenda
2	Parent-Link, through e-mail and phone communication, and in Summer Newsletter..	Administration	August	Artifacts of Communication used
3	Hold Annual Title I meeting in August during Open House. At this time the principal will review Title 1 Program.	Administration	August	Attendance Minutes of the meetings

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: Open House Orientation will be held on Saturday prior to the beginning of the school year to provide flexibility for parents and students to attend. The Saturday Open House Orientation will offer the opportunity for parents to attend on an alternative day to avoid a conflict with the local elementary and middle schools Open House schedules. Translators will be available throughout the day for assistance.

Monthly SAC meetings will be held in the evenings to encourage maximum parental participation and translators will be available. All SAC meeting dates will be advertised on the school website, newsletters, Parent-link and at all parent meetings.

Parent Involvement workshops will be held at various times including evenings and Saturdays if 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Annual Title I/Pre-School Open House	Principal/AP's/Guidance	Provide information to parents about the Title I program. In addition to attending their child's classes and meeting their teachers, parents are also encouraged to attend concurrent sessions on the following topics: Parent-Link (The LSHS home-school communication system – for monitoring student academic progress) and the LSHS	August	Agenda, Sign-in sheet Advertisements/handout/workshop evaluation

			school website - where parents can keep informed of current events and get the monthly Parent Involvement tip.		
2	SAC meetings	Administration and SAC Chairperson	Parents are given the opportunity to provide input into the School Improvement Activities and expenditure of School Improvement Funds.	Monthly	Agendas, Sign-in sheets, Minutes, Advertisements through newsletters of topic and speakers, notification on Parent-link and school website, and Handouts.
3	Parent Involvement	Parent Involvement Specialist/AP	Parents are provided with information about how to help their children be successful in school by applying good habits.	Monthly	Include tips and suggestions for parents on the school website and through the newsletter
4	AVID Parent Night for 9th and 10th graders	AVID guidance counselor and AVID teachers	Parents are provided with information about how to help their children succeed in school/the AVID Program.	Sept./October	Agenda/sign in/handouts/workshop evaluation
5	Financial Aide Night	Guidance	Parents join their students for information on and how to apply using FASFA. The session(s) will be held in a computer lab so after the presentation, they are able to apply for financial aid with one-on-one help from administration and the guidance team.	January	Agenda/sign in/handouts/workshop evaluation

6	Center for the Arts Parent Night for 9th and 10th graders	Center for the Arts Counselor and Center for the Arts Teachers	Power Point presentation by each of the three areas (Visual, Performing and Media) to give parents an overview of Arts Standards and program requirements.	Sept./October	Agenda/sign in/handouts/workshop evaluation
7	Cambridge Parent Night for 9th and 10th graders	Cambridge Coordinator, Cambridge Teachers and Cambridge Counselor.	Parents are provided with information about how to help their children succeed in school/the Cambridge Program.	Sept./October	Agenda/sign in/handouts/workshop evaluation
8	Choice Open House	Administration/Teachers	Parents of incoming 9th graders got an overview of all the LSHS programs.	January	Agenda/sign in/handouts/workshop evaluation
9	Parent Involvement Breakfast	Principal, APC, Guidance and SAC Chairperson	Parents are provided the opportunity to meet with members of the guidance department and administration regarding the curriculum that is offered at LSHS, high school credits, and graduation requirements.	Sept./October	Agenda, Sign-in sheets and Handouts.
10	Mobile Food Pantry	Teacher and Staff Volunteers	Donated food will be distributed to families with students at LSHS. While waiting for food, the LSHS staff will use this time to distribute various types of academic information to parents.	July	Sign-in Sheets and Handouts

11	AVID Student Success through Parent Involvement	AVID Coordinator, AVID Counselor and AVID Teachers	Provide information to parents on expectations and how parents can help their children.	March	Sign-in Sheets, Handouts, Flyers, Evaluations, and Agendas.
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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	Technology training on communicating with parents using ParentLink	APC in charge of staff development	Increased communication with parents regarding attendance, behavior and grades.	Ongoing (optional Monday trainings)	Sign-in sheets and Curriculum
2	Technology training on Castle.	APC in charge of staff development	Improving communication amongst faculty and staff in regards to parental contact/student concerns.	Ongoing (optional Wednesday trainings)	Sign-in sheets and Curriculum
3	Expectation that teachers and parents read the school newsletter with research-based articles on parent involvement.	APC	Research-based articles on parent involvement.	August-May	Newsletters and school website
4	Preschool inservice with Dr. King- Author of Don't Kick them Out	APC	Research-based instructional practices	August	Sign-in sheets and Curriculum

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: We will continue to enhance our family friendly school by allowing parents to visit the school's parent resource center located in the media center. This location will allow parents the opportunity to come in daily to have asset to the numerous resources provided by the school and the community.

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: Information about the Title I program will be disseminated to parents via student's binders as well as the Annual Title I Meeting in August. Parents will also be provided information about curriculum, academic assessments, and state expectations of student proficiency at each grade level during Open House on the Saturday prior to the beginning of the school year, and during parental involvement workshops as well as the parent resource center located in the media center.

Progress reports will be sent home with students weekly and teachers communicate with parents through the use of Parent-Link, e-mails, face-to-face and phone contact and positive postcards. Parents of incoming ninth graders will be invited to meet with members of the Guidance Department in the spring prior to their ninth grade year to discuss their child's academic needs and plan for high school courses.

Parents will be given a Program of Studies at this time and will have the opportunity to ask questions and provide input in their child's course schedule requests. All parents are invited to join the SAC during the Open House, through Newsletter articles, school website and Parent-Link messages.

Parent Involvement nights will be held in September/October. Parents who have students in the AVID, Cambridge and Center for the Arts Programs will attend these nights and receive information on the program and tips to increase student success.

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 will be provided.

Any comments from parents about the Parent Involvement Plan will be forwarded to the Title I office.

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: Every effort will be made to ensure that full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children are available. Lehigh Senior High will try to provide interpretation and translation services when feasible at workshops, meetings, and conferences; Talk System will be used as appropriate. Written communications will be available in English, Spanish, and Haitian Creole parents can choose their preferred language for ParentLink. We will make every effort to provide full opportunities for parents with disabilities or (when requested) those with special needs.

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.

[Uploaded Document](#)

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](#)

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](#)

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	Title I Annual Meeting/Open House	1	1200	Technology support
2	SAC Informational Meetings	10	10	SIP, Title 1, Data Collection, Drop Out Rate, Testing, Project Success Presentation, Reading Presentation, Cambridge Presentation, Parent Survey
3	Parent Involvement (FASFA)	1	125	Financial Aid
4	Choice Open House	1	1200	Overview of Programs
5	Center for the Arts Parent Night	1	216	Overview of Program and student success
6	AVID Parent Information Night	1	60	Overview of program and how to increase student success
7	AVID Student Success Through Parent Involvement Workshop	1	71	Provide information to parents on expectations and how parents can help their children.
8	Cambridge Information Night	1	74	Overview of program and how to increase student success

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	Technology training on Focus and Google Classroom	1	120	Increased communication with parents regarding available resources classwork and homework through Focus and Google Classroom
2	Technology training on Castle	5	10	Teachers will be given an overview of the positive impact of having volunteers working with students to increase academic achievement.
3	Expectation that teachers read the school newsletter with research-based articles on parent involvement	1	125	Research-based articles on parent involvement.
4	Technology training on Teacher Websites	1	246	Increased communication with parents regarding available resources, classwork and homework through Teacher Websites.

5	Preschool inservice with Dr. King- Author of Don't Kick them Out	1	125	Worked on how to develop relationships with students and families to improved educational experiences
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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)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Transportation	Encourage parents to car pool. Survey would you come if meetings were held library.
2	Time of Training	Adjust time to better meet the needs of parents. Flexible meeting dates.
3	Language Barrier	Translate written documents that are distributed to parents. Provide translators when feasible..
4	Transportation (students and parents)	Have parent involvement specialist use the school van to help transport parnts

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
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