AMOS P. GODBY HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Desmond Cole, 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)];

• Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Florida, i.e., PIRC of Family Network on Disabilities in Florida (FND) and PIRC at University of South Florida (USF) [Section 1118(g)];

• 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)].

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Amos P. Godby High School, in collaboration with the family and community of Leon County, is dedicated to providing a safe learning environment in which all students have access to equal educational opportunities that challenge them to achieve their full potential, to accept and esteem individual differences, and to prepare for permanent learning in a diverse and altering society. Amos P. Godby High School recognizes and understands that a student's education is a responsibility mutually shared by both the school and family during the entire time of the child's matriculation through school. To support the objective of the schools to educate all students successfully, the parents must work together as a team with the schools. Parents are a vital element of a school's capacity to provide for the educational well-being of their children. The school endeavors to meet these diverse artistic and educational needs of parents and children. Amos P. Godby High School recognizes that interactive parents are crucial to advancing student achievement and that this school must promote and maintain dynamic parental participation.

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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: Godby High School understands the impact of low literacy skills on our population of students. A cycle of repeated generational patterns of high poverty, high dropout rates, high teen pregnancy rates, and low school performance can further impede the process of student achievement. With this in mind, the Godby High School (Leadership Team) will be composed of school district curriculum specialists, academic organizational leaders, school site administrators, and Student Advisory Council (SAC) members.

The majority of the SAC members are not employed by the school.

The SAC is composed of the principal, and an appropriately 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 the school.

The School Improvement Plan (SIP) for 2018-2019 will be logistically developed through the planning and consensus of the above parties. Bi-weekly meetings will be held in the principal’s conference room during the months of June and July in order to disaggregate student FSA reading and writing scores, EOC data, Advanced Placement test scores, Lexile measures of incoming students, and final exam data. Goals will be reviewed that were created for the 2017-2018 School Improvement Plan (SIP). Goals and objectives will be will be revise and adjusted as appropriate when setting targets for the 2018-2019 SIP.

The first draft of the SIP will be presented before the SAC and the community by September 10, 2018.

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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 Annual Title One Meeting/Open House is Godby High School’s evening event that showcases school academic, social, and athletic programs to students’ parents and guardians. Parents and their children have the opportunity to communicate with teachers about their child's scholastic and behavioral progress. Students accompany parents to each of their classes, while also touring parts of the school they may visit often. Open House is organized by administration, teachers, and parents. Items purchased expressly for the Open House are funded by Title I.

2 Parent Workshop – Understanding Graduation Requirements

\*\*\*A separate workshop will be held for EACH grade level and two will be held for students in the senior class. A written graduation plan will be completed and discussed with each parent and potential graduate during the first quarter of the school year. Parents and students will be notified during the first quarter of the school year as to when these meeting will occur. Additionally the Parent Portal will be introduced to parents of 9th graders. Parent Portal is an electronic informational tool intended to improve the communication and connection of parents and their child's teachers at Godby High school. The Parent Portal provides parents with detailed academic and attendance information to parents. Also includes is graduation standardized testing information, and other information provided by the teacher. All of this is accomplished in a secure password protected environment.

3 Understanding EOC Assessments and Testing Requirements (Common Core) In the fall a meeting will be held to help parents understand the requirements of the EOC’s tests their child will be taking during high school. Additionally, several parents/student EOC help sessions will be held – one in the fall and one in the spring. This is a time for a student and parent to work together with a teacher in a small group setting to help them better understand concepts that will be covered on the EOC.

4 Financial Aid Parent Workshop In the spring of 2019 the school will host a financial aid parent workshop to help parents learn to navigate the Federal Financial Aid application as well as learn about scholarship opportunities for their child.

5 AVID Open House Once a year the school will host an AVID Open House to welcome new students to the school as well as continue to support current students. The AVID teachers along with administration will help parents to understand the graduation requirements for their student as well as to help support them as they begin to make the transition to a post-secondary education.

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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 (school wide 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 Inform parents about the annual Title I Open House through: back to school letter mailed out to all students, email communication, list serve announcements, Facebook message and flyers sent home with students Administration July-August Sign-in Sheets Night of Title I Open House

2 Meet with teachers to discuss the expectations for their involvement in Title I Open House Administration August Participation night of event

3 Meet with administrative team to review Title I Open House parent presentation material. Gather all materials to be distributed to parents and review presentation material. Principal Week before event Participation night of event

4 Hold Title I Open House Administration & staff September Survey, sign-in-sheets, informal conversations with parents

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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: Amos P. Godby High School understands that parents are working individuals who have a obligation not only to contribute to their child's education, but to monetarily support their child by maintaining gainful employment in their particular vocational fields. Therefore, it is essential to host meetings and conferences at various times throughout the work day in order to accommodate these parents. Godby High School will offer morning meetings as an option, as well as evening meetings. The morning meetings can begin around 10:00am to accommodate parents who work during the day or at night. The evening meetings will be held at 5:30pm, 6:00 pm or at 7:00pm depending on the nature of the occasion. Academic content, as well as differentiated trainings and workshops will be covered during each meeting time.

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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 Correlation to Student Achievement Timeline Evidence of Effectiveness

1 The Godby High School Orientation Program is designed to help create a better understanding of graduation requirements, Adequate Yearly Progress (AYP), supplemental educational services, as well as our high school and its opportunities for its future students. Administration Orientation gives students a chance to walk the halls of their new schools before the first day of class. Students will have an opportunity to learn more about Godby High School, visit their classrooms; walk through their class schedules, and much more. August Agenda/Sign-in Sheets

2 Godby High School’s Title I Open House event showcases the school academic, social, and athletic programs to each student’s parents and guardians. Additionally, the school presents information on the school-wide Title I program as well as to review the school’s mission, vision and student expectations. Both parents and students have the opportunity to communicate with teachers and staff members. Administration Involved parents frequently indicate to teachers various data regarding their child's behavioral concerns, academic struggles, and learning styles in hopes of developing a more individualized education plan. Productive results are expected when teachers and parents work collectively to identify students' needs and implement strategies to meet them. September Agendas/ Sign-in Sheets

3 Amos P. Godby High School provides parents with several types of interactive and fun-filled workshops including grade level workshops to discuss graduation requirements, expectations and tips for academic success during high school. Additional workshops are held on Financial Aid, EOC/Testing Requirements, and Planning for Life After High School. Guidance/

Administration Research has proven that participation in Reading, Science, and Math workshops that are inquiry and research based and designed to promote student success. Activities are correlated to State of Florida Next Generation Standards and explore curriculum connections across disciplines. Additionally, parents will learn about different academic programs the school offers. When families know about and guide high school students to classes that would lead to higher education, students are more likely to enroll in a higher-level program, earn credits, and score higher on tests. Various times throughout the School Year. Sign-in Sheets, and Agendas

4 Extended conference hours can be an option for parents who typically have afternoon conflicts, to come in during the evening to meet with teachers. Guidance/Administration Involved parents frequently indicate to teachers various data regarding their child's behavioral concerns, academic struggles, and learning styles in hopes of developing a more individualized education plan. Productive results are expected when teachers and parents work collectively to identify students' needs and implement strategies to meet them. September Conference Schedule

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Staff Training

Describe the training 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 Correlation to Student Achievement Timeline Evidence of Effectiveness

1 District Parent Involvement Meeting Administration

 Title I recognized the vital role that parents, guardians and community play in the education of their children. Decades of research have confirmed that students with involved parents are more likely to succeed in school. In accordance with No Child Left Behind legislation, the title I office has developed a comprehensive parent/community involvement program. Monthly Sign-in Sheets

2 Monthly Training (Faculty Meetings) sharing best practices for parent involvement Administration The school administration will implement successful and effective parental involvement policies, programs, and activities that lead to improvements in student academic achievement and that strengthen partnerships among parents, teachers, and other school personnel in meeting the education needs of children. Monthly Agendas

3 Customer Service Training Administration Sometimes we know that parents who do not feel that the school invites, welcomes, or encourages their involvement. As a school we will work to build and maintain a welcoming and responsive school atmosphere. We will continue to keep parents regularly informed about student progress, school requirements, and school events. We will encourage all school staff to be respectful and responsive to parents’ questions and suggestions. Quarterly Parent Survey Results – looking specifically at questions tied to how parents feel about the school/staff

4 Awareness Training about Working with Students and Families in Poverty/Transition Administration Although all children go to school, the background of some puts them behind their peers academically from the start. Impoverished students are far more likely to enter school as linguistically disadvantaged because they have not had experiences that promote literacy and reading readiness. We know that the achievement gap increases as a student progresses through school. Often, children living in poverty give up on school

because of low self-esteem. Almost as often, teachers give up on children because of a perceived lack of trying and unwillingness to learn. Research has shown that one person

can and does make a difference in the life of a child, and children living in poverty need the teacher to be the person who believes in them and provides a reliable, positive relationship. Through Monthly Parent Survey Results – looking specifically at questions tied to how parents feel about the school/staff

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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: Amos P. Godby High School has a Parent Information Resource Center (PIRC). The PIRC is located in the GHS Guidance Office. It is open to all parents from 7:30 a.m. to 2:00 p.m. during the school day. The Parent Information Resource Center is a program intended to support, enhance, and develop parents in their efforts to become more involved in their child's learning. In addition to educational materials for students, the center has learning resources for parents that will augment and support parenting proficiency. A library of books and videos are accessible for checkout by parents. Subjects include positive discipline guidelines, teaching responsibility, setting limits, how to say "no", single parenting, blended families, homework, and many others. Parent contribution and questions are welcomed as our PIRC strives to be of service to parents with concerns about their child's education and well-being.

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Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]: 1118(c)(4)(A)];

• 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 also submit the parents’ comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

Response: Amos P. Godby prides itself with the many forms of communication that were used and we will continue to use in order to share information with our community of learners. It is our responsibility to provide and share not only Title I information but also academic, social information, and news with our student body and community.

It is our goal to make sure that we share information in a timely manner so that every family, teacher and staff member feels knowledgeable about what is happening here at Godby High School. We want parents and guardians to have access to all information so that they can make the appropriate decisions about their student's overall development (both academic and social.) Therefore, we have used and will continue to use the following methods to share school information:

• List Serv

• E-mail

• Daily Announcements

• Newsletter

• Phone Calls

• Parent Portal

• School Facebook Page and Other Forms of Social Media

 School Marquee

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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: Amos P. Godby High School will make available opportunities for the involvement and contribution of parents of students with limited English proficiency, parents of students with disabilities, and parents of migratory and Title I students. Information and school activities, to the extent possible, will be in a language that parents can understand. Translators, to the extent possible, will be provided for parent-teacher conferences. Newsletters and other forms of communication will be distributed in a language the parent can understand.

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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 Correlation to Student Achievement Timeline

1 Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and Parents are a child's first and most influential teachers. The goal of this meeting is to explain how parents go about finding the information they need to do a good job at such an important task. Also information regarding which organizations would be the most helpful, and what resources are available to help fulfill this important responsibility will be discussed. Guidance Research has proven that participation in Reading, Science, and Math workshops that are inquiry and research based and designed to promote student success. Activities are correlated to State of Florida Next Generation Standards and explore curriculum connections across the disciplines. Various times throughout the school year

2 Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; Curriculum Open House – Godby High School’s open house is evening event that showcases the school academic, social, and athletic programs to each student’s parents and guardians. This event also helps to educate parents on dual enrollment opportunities, both on campus and off-campus as well as Advanced Placement course options and other acceleration and remediation programs. Administration When families know about and guide high school students to classes that would lead to higher education, students are more likely to enroll in a higher-level program, earn credits, and score higher on tests. 2nd Semester

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)]; Amos P. Godby High School understands that parents are working individual who has a obligation not only to contribute to their child’s education, but to monetarily support their child by maintaining gainful employment in their particular vocational fields. Therefore, it is essential to host meetings and conferences at various times throughout the work day in order to accommodate our parents. Godby High School will host morning and evening meetings. Guidance

Administration Involved parents frequently indicate to teachers various data regarding their child's behavioral concerns, academic struggles, and learning styles in hopes of developing a more individualized education plan. Productive results are expected when teachers and parents work collectively to identify students' needs and implement strategies to meet them. 4 times per year

4 Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and Godby will look to identify areas where parents need additional resources/information and design workshops around these key areas. The administration goal is to support, through educational opportunities and activities, academic accomplishment via a sense of belonging amongst students, parents, and teachers. Various times throughout the school year