

LIBERTY COUNTY HIGH SCHOOL Title I, Part A Parental Involvement Plan

I, Eric Willis, 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: It is the mission of the Liberty County High School to provide genuine opportunities for parents to be actively involved in our school. The overall goal is to partner with parents to improve student achievement.

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: We have parent representatives attend the monthly DAC (District Advisory Council) meetings. The input of parents will be documented in the minutes of DAC meetings. Also, the utilization of the Parent Square system is to inform and educate parents of upcoming events, scholarship information, and other various day to day activities.

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	Policies/Syllabus Pacing Guides	Teachers will send home to parents a written copy of their class syllabus and grading policies (many are on our Google Web Site also).
2	8th grade parent meetings	Individual meetings scheduled in the Spring for all incoming 9th graders and their parents. Graduation requirements and options are discussed, and 9th grade schedule options are discussed.
3	Parent Nights Title I, Part A	Meetings are scheduled during the year to keep parents informed regarding graduation requirements and options, scholarship opportunities, accelerated graduation opportunities, special programs offered, and the information available on FACTS.org
4	Senior Meetings Title I, Part A	Individual meetings scheduled for upcoming seniors to review transcript and discuss post-secondary plans.
5	Child Study Team IEP Meetings	Counsel and help regarding academic, attendance and/or behavioral issues.
6	Reports of Progress	Frequent reports provided on student progress: progress reports, report cards, FOCUS access (grades, discipline, and attendance), progress monitoring (STAR), and failure notices.
7	Parent Square	Sent on a consistent basis for information related to attendance, meetings, due dates, activities, etc. . . .
8	Access to Staff	During pre-planning, during planning periods before school and during the day, during lunch period, via e-mail, phone conferences for those parents who cannot get to the school.
9	Volunteer Opportunities	Booster clubs, District Advisory Council meetings, programs, concerts, awards banquets.
10	Survey Opportunities	Yearly surveys are conducted for parents to gain feedback that can be used to develop the School Improvement Plan. the annual parent involvement survey is administered at the annual Title I meeting and followed up with a survey sent by backpack. This survey

		will be followed with an additional survey to determine satisfaction with parent involvement opportunities provided by the school.
11	District and School Web Site	Provide numerous resources to keep parents informed of school activities to include calendar of school events, testing schedules, links to important educational resources, school improvement plans, student progression plans, code of conduct and other helpful resources for parents and students.
12	FOCUS	Provides parents with up-to-date grades and attendance information designed to increase student achievement.
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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 (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	Flyers will be sent home to parents	Donna Summers		Copy of flyer
2	Parent Square message will be sent	Eric Willis		Message log
3	Title 1 Parent Meeting will be held	Donna Summers		Sign in sheet
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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, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Response: Individual child study team meetings are scheduled during the afternoon common planning. If parents cannot meet during this time, we accommodate them by covering classes for teachers one at the time to meet with parents during the school day.

Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental involvement, 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	Dual Enrollment Night- Enroll eligible students in dual-enrollment classes with the help of Tallahassee Community College and Chipola College	Donna Summers	Increase rigor of classes offered at Liberty County High School.		Parent sign in sheets, dual enrollment applications
2	Bright Futures Parent Night - Department of Education comes to discuss Bright Futures eligibility and answer parent questions and concerns.	Donna Summers	Students grades 9 - 12 will increase grade point average at understanding of qualifications for the Bright Futures Scholarships available to Florida students.		Parent sign in sheets
3	FAFSA - Aid in helping students fill out the financial aid application for free aid with the help of Florida Department of Education.	Donna Summers	Encourage students to continue their education upon graduation from Liberty County High School.		Parent sign in sheets
4	Child Study Meeting/Parent Data Chats - Individual meetings will be held between the classroom teacher(s) and the parent to	Donna Summers	Reading, Math, Writing, and Science		Parent sign in sheets or teacher checklists, parent survey responses

	review student assessment data, promotion requirements and online resources.				
5	Title I Night	Donna Summers	Increase parent involvement		Parent sign in sheets
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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	Professional Development Activity - Parental Involvement Meeting	Gay Lewis	Increased academic achievement in all areas.		Sign in sheet
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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: Teachers/school will develop and distribute a brochure to parents that describes how parents can help their children with academic work at home. Title I Night will be held at a home football game, and we will have a table set up to discuss information with parents.

Communication

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

- Timely information about the Title I program [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 Title I programs is distributed through district composed letters sent home by schools at the beginning of the year. A brochure explaining Title I resources is provided at the annual meeting. Also, sent home on the first day of school is the Student Progression Plan that outlines the forms of academic assessment used to measure students' progress and the proficiency levels students are expected to meet. The annual assessment calendar is also distributed annually and posted on the district website. Child study team meetings and parent's conferences are encouraged throughout the school year to provide parents the opportunity to participate in decisions relating to their child's education. Teachers contact parents via email, phone, and notes to make sure parents are informed of their child's progress or need for additional assistance. Parents are surveyed annually to determine their satisfaction level with parent involvement activities. Survey results are used to improve parent involvement activities and are kept on file in the district.

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: The school will have opportunities both before and during school to encourage parent involvement. CST meetings and/or parent conferences may be requested by parents and the school will make every effort to assist in the attendance of the parent. Activities will be advertised on the school marquee, in the local newspaper, and through school flyers or notes sent home with students. The Parent Square system will also be used to promote family involvement during activities.

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:

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 1 parent night (Virtually through Parent Square)	1		Provide parents information to better prepare them.
2	8 th Grade Parent Night			Introducing parents and students to the atmosphere of high school.
3				

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	Parent Communication	1	25	Provide teachers with information and resources to become more effective at communicating with parents.

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 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	Communication	Utilization of the Parent Square system
2	Times of activities	Flexible times of events

Best Practices (Optional)

Describe the parental involvement activity/strategy the school implemented during the previous school 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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