



CITRONELLE HIGH SCHOOL

Parent and Family Engagement Plan 2023-2024



8200 Lebaron Avenue
Citronelle, AL 36522
251-221-3444

(c) Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Parents are invited to participate in Citronelle High School's Parent Advisory Committee as well as the ACIP committee to discuss the use of local, state and federal funding. Parents are encouraged to participate on the District's Parent Advisory Committee to provide input as it relates to funding, curriculum and to the overall success of students throughout the district.

(d) Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

Citronelle High School coordinates its parent involvement program for all Title I parents. We provide materials that encourage and support parents in participating in the education of their children through digital and written methods. The school also provides translation services through the district's Transact.

e) Shall provide such other reasonable support for parental involvement activities as parents may request.

Citronelle High School provides opportunities for parental involvement and opportunities as parents may request by conducting surveys as well as input from Parent Advisory Committee members and ACIP Committee members to ensure we meet the needs of our parents. This year our Leadership Team placed special emphasis on the need to ensure a closer connection between our school's identified goals and our parent involvement activities.

7. Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand.

At the present time, Citronelle High School has three (3) ELL students. Information about school meetings, parent notices, etc., is sent to parents of these students in both English and Spanish as needed. The Spanish teacher assists in verbally communicating with the parents as needed at meetings and conferences.

6. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:
(a) Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

Citronelle High School will accomplish this through its annual Title I parent meeting held at the beginning of the school year. Parents will receive an overview of the state academic content standards, academic achievement standards and assessments. In addition, an explanation will be given regarding Title I, what services will be offered, and how parents have the right to be involved in their children's education. Parents will learn about their role in helping their child to be successful and the best ways to work in partnership with their child's teachers. Citronelle High School will invite parents to participate in leadership meetings where decisions are made about academics. CHS will provide literature for parents in the school's parenting center that will assist then with helping their students with academics, social issues, technology concerns, and other relevant issues.

(b) Shall educate teachers, office personnel, and other school staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.

Parents of Citronelle High School have the opportunity to participate in the ACIP committee as well as the Parent Advisory Committee, who work closely with administration and teachers to review surveys, academic data, and budgetary concerns. Parents participate in parent meetings and activities held quarterly, such as ACT, pre-ACT, FAFSA, math and literacy nights, STEM and other academic offerings to support their student.



1. Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the right of parents to be involved.

During the opening months of school, Citronelle High School holds its required annual meeting for parents to explain the Title I process and the CHS participation with it. Parents are notified of the meeting through notices sent home with students, the school's social media outlets, and with the electronic message board outside the school. Because of district restrictions on the number of outside visitors that a facility may host at a given time, the meeting was conducted virtually. A recording of that meeting is hosted by the school's website, and its Facebook page. Topics included what it means to be a Title I school, the 1% set-aside, the Title I plan, the LEA parent involvement plan, the ACIP, the CHS parent involvement plan, parent compacts, and other required information.

2a. Describe how there will be a flexible number and format of parent meetings offered, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

Because the parent meeting had to be virtual this year, a recording of the meeting was made available through social media for access at any time. The meeting will remain available to parents and interested stakeholders through 2024.



(2b. Describe how parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision making).

Citronelle High School believes in involving parents in all aspects of its Title I programs. Our process for how parents have the opportunity for involvement in decision making is as follows: We have a staff member that has been trained on Title I, Part A, parental involvement and parent's rights. She serves as a representative of decisionmaking committees and as the contact person for the Title I parents to answer questions about parent involvement and parent's rights. She keeps parents informed of the work of various committees, and receives input from parents for committee decisions. She assists in evaluating the parental involvement plan. Title I parents are introduced to the parent leaders at the annual meeting of our Title I parents. Parents are informed of involvement activities regularly. Parents are encouraged to become parent leaders and representatives.

2c. Describe how funds allocated for parent involvement are being used in the school.

Citronelle High School uses its parental involvement funds to fund all materials and supplies for parenting activities.

3. Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children.

At Title I and other meetings throughout the school year, Citronelle High School presents information about its Title I programs, the curriculum, diploma options, academy pathways, ACT, Work Keys, and other forms of academic assessments used. Parents learn about priority goals in English and math. They also learn how to schedule conferences with teachers, counselors and administrators and are reminded about how to participate in the educational decisions made for their children. Documents are provided to the extent practicable, and in languages other than English as available. The District provides TransAct Translation Services.

4. Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School- Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated).

Citronelle High School develops its compact for each school year through a coordinated effort by school staff members, our school's Title I Parent Advisory Committee, and two students. All parents will be given access to a digital copy of the new compact at our annual Title I parents' meeting. Those not attending will be instructed how to access the compact. The compact will be explained to the parents and they will be asked to sign the compacts signifying their commitment to working in partnership with the school in ensuring that their child is successful in school. The compacts will be discussed with teachers in faculty meetings. Each teacher will be given the responsibility to explain the compact to the students and obtain the student's signature. The school will house an electronic copy of the compacts; a copy will be on file in the school office for use during parent-teacher and/or student-teacher conferences.

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement (CIP) Plan.

In May of each year, Citronelle High School brings in its Leadership Team to review, evaluate, and revise its Continuous Improvement Plan. There are two parents on the Committee who represent all the parents of the school. During the review process, all parents are notified of the review through notices sent home and through social media. The notices make parents aware that the plan is under review, that a copy of the plan is available through the library, office and on the website, and that parents have the right to give input regarding the revision of the plan. The notice also states that after the plan is finalized and approved, parents have the right to submit any concerns with the plan in writing to the school, and the school will submit their concerns to the Central Office at the same time that the CIP is submitted.