

## **JACKIE HARRIS PREPARATORY ACAD Title I, Part A Parental Involvement Plan**

I, CELESTINE LEWIS , 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)].

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**Signature of Principal or Designee**

**Date Signed**

## Mission Statement

### Parental Involvement Mission Statement (Optional)

**Response:** The mission of the Jacqueline Harris Preparatory Academy staff and administration is to develop a partnership between the school, the families we serve and the community in helping each student reach his or her maximum potential: socially, emotionally and academically.

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

**Response:** Parent involvement is a vitally important component of Jacqueline Harris Preparatory Academy. Annually, a Title I Parent Meeting will be held to provide parents with information regarding the school's performance, a description and explanation of the school's curriculum; information regarding the types of academic assessment used to measure student progress; explain that they have the right to make suggestions and participate, as is fitting, in the education of their children, and notify them of available resources and educational activities for parents. Additionally, during the Title I meeting, parents will be notified of their parental rights, and input submitted by them will be documented in the minutes of the Title I parent meeting.

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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	Parent Education Training	Training workshops and educational resources will be provided that train parents to be active participants in the education of their children.
2	Parent-Teacher Conferences	Conferences will be scheduled to discuss student performance and approaches to providing support.
3	Parent Liaisons	Schedule conferences with parents of struggling, Level I and Level II students

## 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	Letters/Flyers	Cindy Andrews	July 5, 2014	Parent attendance at meeting sheets
2	Teacher Follow-up	Classroom Teachers	August 14, 2014- Ongoing	Contact Log
3	Annual Title I Mtg	Lillie Campbell	August 14, 2014	Sign-in Sheets

## 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:** At the beginning of each school year, Jacqueline Harris Preparatory Academy will host Orientation Day prior to the beginning of school. Letters will be mailed to parents, notifying them of this meeting. Additionally, information about orientation will be posted on our school website. Orientation will be offered in the morning and in the afternoon to accommodate parents' work schedules. Parents are invited to meet their child's teacher prior to the first day of school.

Parents will be notified of the APTA meetings in early fall and the activities scheduled to increase parent participation. It is the goal of Jacqueline Harris to involve all parents in the education of their children.

Topics under consideration will include the following:

- Title I meeting
- Family, Home and School Compacts
- Parental Involvement
- Evening PTA meetings
- Curriculum meetings

## 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	Family Education	Patricia Dixon	Training provided to families to support learning at home	August -May	Sign-in sheets & school website
2	Report Card Evening	Classroom Teachers	Establish a sense of school and community Parents evaluate their contributions to their child's success at school	Each reporting period	Sign-n sheets & Parent Report Cards
3	FCAT Awareness	Lillie Campbell	Increasing student commitment to overcome personal weaknesses	January 2014	Sign-in Sheets and Evaluations
4	Student Recognition	Celestine Lewis	Motivating students to strive for success side support to students	Quarterly	Sign-in sheets
5	Career Week	Lillie Campbell	Students set early career goals	May 2014	Career related activities, visits to colleges
6	Book Fair	Lillie Campbell	Reinforce the bond between home and school, reading and learning	February	Classroom Wishlist, Student and parent participation
7	Dr. Suess Day	Anna Buggs	Students develop a love for reading working together to increase students love for reading and to improve academic achievement	March	Reading goal chart
8	Annual Survey	Raymond Hindman	To afford stakeholders the opportunity to anonymously/openly disclose beliefs, attitudes, or emotions	May	Survey Analysis
9	Parent Volunteers	Patricia Dixon	Improve student achievement	September-ongoing	Volunteer log

## 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	Parent-Teacher Conference Training	Celestine Lewis	Parents and school working together and engaging in effective collaboration to increase student achievement	August-May	Teacher Conference Logs
2	Bullying Prevention	Lillie Campbell	Creating a safe learning environment	August-May	Decrease in the number of incidents reported to administration
3	Elaborated Writing	Doris parker	Increases in FCAT/Classroom Writing assessments	Ocober-March	Assessment Scores

## 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:** The school will survey parents and match the times of parent availability and talents with the needs of the school, teachers and students. Accolades and recognition of their efforts will be acknowledged.

Additionally, The Village Outreach Program, located at 615 North "W" Street, offers services or referrals to address the needs of the family and the community. Parents may access the following the Florida Parental Involvement Resource Center:

2196 Main St., Suite K 3500 East Fletcher Ave., Suite 301

Dunedin, FL 34698 Tampa, FL 33613

800.825.5735 813.974.2673

## 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:** Jacqueline Harris will provide opportunities for parents to fully participate in the school's activities. JHPA will provide parents with monthly activity calendars, flyers and newsletters.

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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:** Jacqueline Harris Preparatory Academy will provide parents with assistance in accessing services offered by the school, with information being provided in an understandable, uniform and accessible format such as newsletters, flyers, telephone contact & the JHPA website. Additionally, necessary adjustments to procedures and policies will be made to ensure the participation of all parents who have children enrolled in the school.

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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:  
 Not Applicable

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## **Upload Evidence of Input from Parents**

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

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## **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.

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## **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.

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## **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.

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Annual Title I Meeting	1	82	Student motivation
2	I Love Reading	1	68	Increase in the number of books students reported read

### **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)].

<b>count</b>	<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
1	Parent-Teacher Conference Training	1	15	Increase parent participation in school activities and the child's education

### **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)].

<b>count</b>	<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
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### **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)

<b>count</b>	<b>Content/Purpose</b>	<b>Description of the Activity</b>
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