

# JACKSON ALTERNATIVE SCHOOL

## Title I, Part A, Parental Involvement Plan

I, Rex Suggs, 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:** The mission of Jackson Alternative School is to provide the resources to help each student develop to his/her maximum potential and to become as productive and independent as possible at home, in the community, and/or during post-secondary education/employment.

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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:** The School Advisory Council is the committee that makes decisions on parental involvement at Jackson Alternative School. These decisions include the Parental Involvement Plan through the School Advisory Council Meetings. The person responsible will be the School Advisory Council Chairperson, Staff Members on the SAC and the School Administrator. These meetings will be held four times a year, two in the fall and two in the spring. This will be measured by the adequate progress of the School Improvement Goals and Objectives, and the School Advisory Council Committee's approval of the next year's Parental Involvement Plan. Jackson Alternative School follows the requirements of State Statute 1001.42 in the selection of members to serve on the School Advisory Council.

Additional items in the SAC will discuss review and/or revise with the input and or feedback from parents: Review of the student/schools achievement on FSA (First meeting and also done in Title 1 Annual Meeting, students through reports and parent conferences;

Review of student/school achievement on other benchmark assessments; e.g. I-Ready, STAR, and district assessments (First meeting and Title 1 Annual Meeting, each time the assessment is given. Dissemination of the School-wide Program Plan; School/District Accountability Report Card; inclusion of parents in the decisions on how to spend the schools' parental involvement allocation; School Parent Involvement Policy/Plan; Notification of resources available through the State Parent Information and Resource Centers; Parents Right to Know; Notification of students receiving instruction from a non-qualified teacher after 20 consecutive days.

The School Advisory Council Meeting minutes will reflect the input from parents on the above topics. The minutes from the prior meeting are approved at each meeting to ensure accuracy of meetings. Requests from parents through the School Advisory Council Meetings and other correspondence on additional topics identified in Section 1118 or strictly based on a parent's need is addressed the School Advisory Council Meeting, when appropriate, and/or staff meetings to determine the feasibility of implementation and return on investment.

Entrance and exit staffing meetings along with IEP and AIP meetings provide clear communication with parents concerning the student's academic progress, behavioral concerns and student accomplishments. Additionally, academic progress is reported in writing via Progress Reports and Report Cards. Student behavior is reported weekly (at minimum) via Point Sheets. And, student accomplishments are reported in a Quarterly Newsletter.

## 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	CACL (The Center for the Advancement of Children's Learning)	Parent involvement activities include input from parents of ESE students working together with the classroom teacher, guidance counselor, outside agency counselors, and administration on both school and district levels. This is accomplished by regularly scheduled IEP meetings, program entrance and exit staffing meetings, as well as daily communication through student daily point sheets to insure that the unique needs of the CACL students are met.
2	ACE (Alternative Choices Education)	Parent involvement activities include input from parents of Basic and ESE consult students working together with the classroom teacher, guidance counselor, outside agency counselors, juvenile justice, and administration on both school and district levels. This is accomplished by regularly scheduled IEP and AIP meetings, program entrance and exit staffing meetings, as well as weekly communication through student point sheets to insure that the needs of the ACE students are met.
3	STA (Short Term Alternative)	Parent involvement activities include an intake/orientation meeting with administration.
4	Title I, Part C	Involvement activities and transition services to insure parent involvement in the school when students enter and exit Jackson Alternative. These activities include entrance staffing conferences detailing expectations and requirements of both ESE and basic education students, and parents, and school. An end of the year conference is held for all students enrolled in JAS. Exit transition conferences that detail support, placement choices for returning to the basic school campus, along with school, district, student and parent expectations.
5	Homelessness	Work with the homeless liaison and guidance counselors to ensure parents of homeless children are included in parental involvement activities.
6	Title I, Part D	The school coordinates its efforts with Title I, Part A, Title I, Part D and Title VI to reach more students with remedial and enrichment activities to support increased student achievement. Title VI: The school coordinates its efforts with Title I, Part A, Title I, Part D and Title VI to reach more students with remedial and enrichment activities to support increased student achievement. Title VI also supports goals for increased graduation rates.
7	Exceptional Student Education	Parent Involvement activities are coordinated by including input from parents of ESE students and working together with the ESE Office to ensure their unique needs are met.
8	Title VI	The school coordinates its efforts with Title I, Part A, Title I, Part D and Title VI to reach more students with remedial and enrichment activities to support increased student achievement. Title VI also supports goals for increased graduation rates.
9	Title II	This program supports Content Specialists that provide job-embedded professional development, stipends for teachers to receive professional learning to support improved student achievement, support for Beginning Teachers and other professional learning resources to support teachers and school administrators.

## 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	Open House/Annual Meeting	Principal	August	Number of participants/Sign-in Sheets/Parent survey in Spring

## 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:** Teachers meet with parents during Open House prior to the beginning of the school year. Phone conferences are conducted when parents are unable to attend meetings on campus. Parents are encouraged to visit the school, volunteer in classrooms, and have lunch with their child. As an alternative school, our situation is unique to the needs of our student population which focuses on parental contact and involvement. During the initial student staffing interview, the best method of contact is established and then continual updating of contact information along with the Title 1 survey is monitored to ensure that parents are involved in meetings concerning the education and welfare of their child while at Jackson Alternative. Students who are picked up from school are often escorted by the teacher to the car to maintain frequent parental contact.

## 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	Parent Meetings	Teacher, Guidance, Parents, Student, Administration	Teachers in grades K-12 will give an orientation to parents and students which includes the requirements for program advancement and promotion.	8/9/16-5/26/17; Entry and Exit Staffing	Promotion rates, Rates of completion, Reduction of Dropout Rates
2	Student Point Sheets	Student, Parents, Teachers	Provides daily or weekly parent communication with teachers	8/11/15-5/26/17	Promotion rates, Behavioral Levels
3	Open House	Teachers, Administration	Orients parents and students to School/Classroom/District Expectations for the new school year.	August 9, 2017	Sign-In Sheets
4	Truancy Prevention	Administration	Phone contact daily to parents of absent students to verify/ensure that parents are aware of student absence.	8/11/16-5/26/17	Absentee Contact Log
5	Literacy Fair	Teachers, Administration	Improved reading scores and family involvement in literacy	1/23-27/17	Sign-In Log, Press Release

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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	Pre-planning In-service	Principal	Title 1 overview, compacts, parental improvement plan, and following program protocol	August 2016-May 2017	PAEC follow-up
2	Orientation Staffing Meetings	Teacher, student, parent, guidance, and administration (all attend)	Discussing grades, behavior and specific needs or deficiencies	8/4/16-5/26/17 Meetings will be scheduled for all students enrolling in JAS	Report cards, progress reports, behavior point sheets, and benchmark assessment programs
3	Teacher In-Service Days	Principal	Improve student behavior through more effective staff behavioral support.	August 2016-May 2017	Agenda, Point Sheets, Time-Out Logs

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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:** Quarterly newsletters include school events and news as well as classroom specific content, information, and accomplishments as submitted by individual teachers. The web-based school page will include updates of school and district news, test dates and events as well as individual teacher web pages to include classroom-specific news and information. School flyers are sent out prior to testing days, picture days, and other important dates.

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## 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:** JAS Annual Title 1 meeting during school Open House

Quarterly SAC Meeting Involvement

Student and Parent Orientation during initial student entrance staffing

Teacher/Parent meetings

Newsletters

School Website

Point Sheets - Weekly (A.C.E) and Daily (C.A.C.L.)

Progress Reports

Report Cards

Flyers

Phone Conferences

Parents have the opportunity to request meetings with teachers, guidance counselors and/or principals throughout the school year to give suggestions about their student's education. Parents are also invited to be on the SAC and can give input during meetings, which is documented through meeting notes. Meetings will be documented with sign-in sheets and oversight from administration.

All meeting attendance will be documented by sign-in sheets or the appropriate JC forms for Individual Education Plans, Response to Intervention, Academic Improvement Plans, Behavior Improvement Plans, and staffing.

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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:** ELL students and migrant students are identified through the home language survey, which is part of the registration form.

There are staff members employed onsite who are able to communicate in Spanish and French who can serve in the capacity of interpreting and/or translating documents for dissemination. As needed, translators in other languages can be requested through the county office/PAEC.

Parents of students with disabilities may participate in IEP meetings, parent meetings, and parental involvement activities with an ESE teacher present. The school is equipped for both parents and students with disabilities to have full access to the school in compliance with the ADA.

ESE Program Specialist, ESE teachers and external agency support (counseling services, Department of Juvenile Justice, and Department of Children and Families, White Foundation, etc.) are available for parental involvement meetings and staffing meetings for students.

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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	Anticipated Impact on Student Achievement	Timeline
1	Maximizing parental involvement and	Teacher/Parent Meetings	Administration, Teachers,	Variable meeting times to allow	8/11/16-5/26/17

	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)];		Parents, Students, Guidance	better access for parents to become aware of and involved in their child's educational and behavioral progress.	
2	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Literacy Fairs & Family Literacy Nights	Administration, Teachers	Increased Literacy of Students and opportunities for parents visit and become involved in their children's literacy.	8/11/16-5/26/17(Quarterly)
3	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	The Ben Carson Scholarship Foundation and, Local Church Organizations are involved in the development of literacy programs at the school. The "Back-Pack" program provides weekend food packages for students who are identified as needing assistance. Career Talks/Presentations	Administration, Reading Room Liaison, Teachers	Local organizations are involved in the development of literacy programs and procurement of materials and food to give students every opportunity possible to reach their highest level of possible achievement in school and in the community.	8/11/16-5/26/17

## 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	Jackson Alternative Open House and Annual Title 1 Meeting	1	18	Parents being more informed and aware of expectations to help improve student achievement in academic areas.
2	Student Information Packs - Homework tips	1	86	Improved scores on standardized testing
3	Student Point Sheets	181	91	Keep parents informed of student behavior and grades on a daily or weekly basis.
4	Quarterly Newsletter	4	88	Inform parents, students and community of upcoming events, student's accomplishments, and classroom specific activities.

### 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	Pre-Planning on Title 1 Parental Involvement	3	18	Informing parents will help increase achievement in academic areas.

### 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	Child Care	Encourage family units to attend Open House & Literacy Fairs
2	Scheduling of Parent Meetings and times	Flexible scheduling during lunch breaks or on days off and/or conduct phone conferences when parent is not able to attend.
3	Lack of Internet Service at Home	Point Sheets, Allow students to complete online work at school and take written coursework home.