

DESOTO COUNTY SCHOOL
TITLE I SCHOOLS – PARENTAL INVOLVEMENT PLAN
2017-2018

Parental Involvement means the participation of parent(s) in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- 1. that parents play an integral role in assisting in their child’s learning.**
 - 2. that parents are encouraged to be actively involved in their children’s education at school.**
 - 3. that parents are partners in their children’s education and are included , as appropriate, in decision-making and are on advisory committees to assist in the education of their children.**
 - 4. the carrying out of other activities, such as those described in *Section 1118* of ESEA.**
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GENERAL EXPECTATIONS

Horn Lake High School agrees to:

- Be governed by the statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with the definition.
- Involve the parents of our students in decisions about how the 1% of Title I, Part A funds reserved for parental involvement are spent.
- Coordinate with parents to jointly develop a school parental involvement plan that addresses all of the components of *Section 1118 (c-f)*; after plan development, distribute it to parents of our students and also make it available to our local community.
- Conduct a joint annual evaluation with parents of the content and effectiveness of the school’s parental involvement policy.
- Use the findings of the annual joint evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school’s parental involvement policy.
- Submit any parent comments or concerns to the district federal programs department if our Title I, Part A school-wide plan (SWP) is not satisfactory to any parent (s) of our students.
- Provide each parent with an individual student report about the performance of their child on the State assessment.
- Provide each parent timely notice when their child has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the team in *section 200.56* of the *Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002)*.
- Provide each parent timely information regarding the professional qualifications of the student’s classroom teachers and paraprofessionals, as described in *section 1111(h)(6)(A)* upon parental request.
- 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.

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POLICY INVOLVEMENT – SECTION 1118 OF ESEA

Horn Lake High School will take the following actions to:

1. Convene an annual meeting at a time convenient for parent of participating children:
 - 1.1 All parents shall be invited and encouraged to attend.
 - 1.2 The school will provide information and explain the requirements of Title I, Part A and the rights of parents.

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
HLHS will hold a Freshman Orientation/Title I information night and an Open House/Title I information night during the fall semester. During this time, all Title I information will be provided and discussed with those in attendance.	HLHS admin and staff	Summer 2017	Parents will be informed via flyers, website, and auto-call. The meetings will be held from the late afternoon to early evening to maximize the number of those able to attend.	Track parent turnout via sign-in sheet and feedback forms.

2. Offer a flexible number and schedule of meetings

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
Meetings will be held throughout the year at differing times to ensure maximum parental involvement.	HLHS admin and title 1 team	Several times throughout the year including PAC meetings at the county office. Fall 2017 and Spring 2018	Title I team will meet to discuss best dates/times for parents including mornings and afternoons.	Track parent turnout via sign-in sheet and feedback forms.

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3. Involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I, Part A programs. This involvement should include the planning, review, and improvement of the school parental involvement plan, as well as the joint development of the school-wide plan under *section 1114(b)(2)*.

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
Meetings will be held throughout the year, in person and online, to allow parents to help in developing the Parental Involvement Plan and the School-wide Plan.	HLHS admin and staff.	Quarterly	Meetings will be held at various times and in various ways to accommodate and maximize parental involvement.	Track parent turnout via sign-in sheet, feedback forms, and minutes from the meetings.

4. Provide to parents of our students:
- 4.1 Timely information about the Title I, Part A programs
 - 4.2 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
 - 4.3 Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children

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<p>Annual Title I information meeting will be held each year. These meetings will be held to update parents on curriculum changes and to gain input from parents.</p> <p>A quarterly newsletter will be sent home to inform parents of upcoming activities including Title I related information.</p>	<p>HLHS admin and staff.</p>	<p>Fall 2017 and Spring 2018.</p>	<p>Meetings will be held inviting all parents and requiring necessary staff to attend.</p>	<p>Sign-in sheets and school performance on state tests.</p>
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COMPACT: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT – SECTION 1118(D)

As a component of the school-level parental involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share responsibility for improved student academic achievement.

Horn Lake High School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet Mississippi’s student academic achievement standards as follows: *(Describe how the school will provide high-quality curriculum and instruction, and do so in a supportive and effective learning environment).*

Horn Lake High School is committed to ensuring academic success for all of our students. To ensure this, administrators, teachers, parents, and students will work together to accomplish this goal. Professional Learning Communities are meeting regularly and more often than in the past. HLHS has created a monthly book club meeting for all educators. HLHS administrators chose the books and teachers were given an opportunity to choose which book would best impact student performance in their classroom. HLHS has hired an ELA coach to aide instruction three days a week.

2. Hold parent-teacher conference during which the compact will be discussed as it relates to the individual child’s academic achievement. Conferences will be held: *(Describe when, where, and how staff will be available for consultation with parents – must be at least annually.)*

Teachers, counselors, and administrators will be available for introductions and clarification of Title I during Freshmen Orientation and Open House. During these assemblies, expectations of all stakeholders will be addressed as well as how to build a working relationship between all stakeholders.

3. Provide parents with frequent reports on their children’s progress. Specifically, the school will provide reports as follows: *(Describe when and how the school will provide reports to parents.)*

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Horn Lake High School will provide each student with a progress report at the midpoint of each quarter. Report cards will be distributed at the end of each quarter. Teachers are expected to contact the guardians of students in danger of failing. Parents have access to PowerSchool (online program which allows parents to track the grades of their student).

4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows: *(Describe when, where, and how staff will be available for consultation with parents.)*

School counselors will be available to schedule conferences between parents and teachers. The counselors will work with both parties to be sure the best times are scheduled as to not cause a disruption to the educational environment. An administrator can be requested to attend the meeting. Conferences will be held after school or during the teacher's planning period.

5. Provide parents opportunities to volunteer in their children's school and to participate in their children's class and observe classroom activities, as follows: *(Describe when and how parents may volunteer, participate, and observe classroom activities.)*

Parents are invited and encouraged to participate in school activities. Horn Lake High School is in the process of creating committees of stakeholders to address this need. The Title I committee will also be charged with creating ways to involve parents in school activities. HLHS currently promotes a Freshmen (and family) Orientation Night, an Open House, and encourages parents to schedule conferences.

Parents will support our children's learning in the following ways:

Describe the ways in which parents will support their children's learning such as:

- Monitoring attendance
- Making sure that homework is complete
- Monitoring amount of television children watch
- Participating, as appropriate, in decisions relating to my children's education
- Promoting positive use of children's extra-curricular time
- Staying informed about children's education and communicating with the school by promptly reading all notices from the school or the school district, either received by children or by mail, and responding as appropriate
- Serving, to the extent possible, on school and/or district policy advisory groups
- Supporting discipline policies of the classroom and school
- Actively communicating with teachers through parent conferences, telephone, and/or email

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Students will share the responsibility to improve our academic achievement and achieve Mississippi’s high standards in the following ways:

Describe the ways in which students will support their academic achievement, such as:

- Do my homework every day and ask for help when I need to
- Read at least 30 minutes every day outside of school time
- Give to my parents, or the adult who is responsible for me, all notices and information received by me from my school every day
- Working hard
- Being punctual
- Respecting everyone and everything around me
- Supporting and abiding by all school rules and conduct policies

BUILDING CAPACITY FOR INVOLVEMENT – SECTION 1118(E)

Horn Lake High School will take the following actions to :

1. Provide assistance to parents in understanding such topics as:
 - Mississippi College and Career Readiness Standards
 - The MAAP Assessment
 - The requirements of Title I, Part A
 - How to monitor their children’s progress
 - How to work with educators to improve the achievement of their children

(List activities such as workshops, conferences, classes, both in-state and out-of-state, include any equipment or other materials that may be necessary to ensure success.)

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District specialists will be available to provide training on the current curriculum and any changes as well as the instruments used in assessment. Information about local and regional workshops will be provided to parents.	HLHS admin and staff	Ongoing throughout the year.	Meetings will be held in the cafeteria as needed per parent interest. Meetings will be held after school to accommodate all parties involved.	Parent surveys and student achievement data from state and district assessments.

2. Foster parental involvement by providing materials and training, such as literacy training and using technology, as appropriate, to help parents work with their children to improve their children’s academic achievement.

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
HLHS will create a resource center that will have access to all Title I and other information based on survey responses.	HLHS admin and staff	Ongoing throughout the year	Various times throughout the year	Student performance on district and state assessments, discipline data, and stakeholder surveys.

3. Educate teachers, student services personnel, principals, and other staff on the value and utility of contributions of parents, and how to reach out to and communicate and work with parents as equal partners. Actions should include how to implement and coordinate parent programs and build ties between parents and schools:

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
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Information will be presented to staff based on research of effective ways to cultivate a relationship between parents and the school. This information will focus on proven ways to increase parental engagement and partnerships.	HLHS admin and staff	Fall and Spring	Presenters from the community may be used to come in to speak with the staff. Articles of best practices regarding parental involvement will be presented to the staff.	Increased parental involvement as shown by sign-in sheets.
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4. Coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home (to the extent feasible and appropriate). The school will also develop other activities, such as parent resource centers that encourage and support parents in more fully participating in the education of their children:

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
During parental involvement activities, school staff will inform parents of best practices for working with students at home.	HLHS admin and staff	Throughout the year	Teachers and Title I staff will work together to develop packets and presentations for parents.	Increased parental involvement and assessment data.

5. Ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of participating children in a format and language the parents can understand.

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)

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Parents will be notified in a timely manner of every parent meeting or assembly that will take place. Notifications may come from flyers, HLHS website, and auto call. These letters will be translated into the students' home language when requested.	HLHS admin and staff	As needed	Title I staff will create and distribute letters as needed.	Sign in sheets and parent feedback.
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6. Provide reasonable support for parent involvement activities as parents may request.

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
Surveys will be sent out to parents requesting their input on what parental involvement activities they would like to see.	Title I staff	Fall 2017	Surveys will be created and sent out to parents. Parents will be made aware that their input regarding parental involvement is welcome at any time.	Parent response

The School Parental Involvement Plan may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement. The plan may include the discretionary activities as listed under *Section 1118(e)* of the ESEA:

- Involve parents in the development of training to improve the effectiveness of that training for teachers, principals, and other educators.
- Provide necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonable available sources of funding for that training.

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- Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- Train parents to enhance the involvement of other parents.
- Arrange school meetings at a variety of times or conduct in-home conferences between teachers or other educators who work directly with participating children.
- Adopt and implement model approaches to improving parental involvement.
- Establish a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

ACCESSIBILITY – SECTION 1118(F)

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practical, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities and parents of migratory children, including information and school reports in a format and the extent practical, in a language such parents can understand.

Activity/Task (What will be done?)	Staff Responsible (Who will be doing it?)	Timeline (When will it be done?)	Steps (How will it be done?)	Accountability/ Evaluations (How will success be measured?)
All necessary accommodations will be made to make sure all parents have the access to parental involvement information regardless of any limitation.	HLHS admin and staff	As needed	Information will be modified to meet parent needs	Parental participation

ADOPTON

This Parental Involvement Plan has been developed jointly with, and agreed with, parents of children participating in the Title I, Part A school-wide program at Horn Lake High School, as evidenced by meeting minutes.

The Parental Involvement Plan was developed by Horn Lake High School on _____ and will be in effect for the period of 2017 -2018 school year.

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As a school-wide Title I, Part A school, Horn Lake High School will distribute this Parental Involvement plan to all parents and will make it available to the community on or before _____.

Signature of Principal

Date

These community members were involved with the development of this document:

- Carson Culver
- Maggie Carter
- Bob Bickley
- Darnell Alexander
- Kelly Lumpkin
- Brian Pettigrew