

**Parent and Family Engagement Plan**

**Date : September 28, 2018**

**Madison County High School**

**Assurances**

* **Describe how parents of children served in Title I, Part A are involved in decisions about how Title I, Part A funds are spent.**
* **Describe how the school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8108 of ESEA.**
* **Describe how the school’s Parent and Family Engagement Plan was jointly developed/revised with parents and made available to the local community.**
* **Describe how the parents and families at the school are involved in planning, reviewing and improving the schoolwide program plan.**
* **Describe how the plan uses the findings of the parent and family engagement plan review to design strategies for more effective engagement.**
* **Describe how the school will notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher or teachers who are out of field.**
* **Describe how the school will provide each family with timely notice regarding their right to request information on the professional qualifications of the student’s classroom teachers and paraprofessionals.**
* **Describe how the school will provide each family with an individualized student report about the performance of their child(ren) on the State assessments.  [ESEA Section 1116]**

**Mission Statement**

**The mission of Madison County High School is to provide an excellent, high quality education for the rapidly growing and geographically diverse student population of Madison County. We will continue building a brighter future as we prepare our students to become college and career ready in addition to becoming lifelong learners.**

**Goal**

**The goal is for all students to graduate from high school, meeting high standards and being prepared for college and /or the workplace with college credits or industry certification.**

**Action Steps**

* **Parents are encouraged to complete volunteer forms during open house and at parent nights.**
* **Parents are encouraged and invited to attend monthly School Advisory Council, Project Graduation meetings and other planned events.**
* **Parents are invited to grade level parent nights and parent conferences to keep abreast of their students’s academic and behavioral status.**

**Involvement of Parents**

**Describe how the school will involve the parents and families in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs, including involvement in decision making of how funds for Title I will be used. [ESEA Section 1116]**

Parental involvement is a critical component of student success at Madison County High School. Madison County High School has a small, but active School Advisory Council that supports ongoing school improvement. The council participates in the planning, reviewing, and improvement of our Title I Program.

The members have been appropriately selected according to the required guidelines. Madison County High School maintains a very close collaboration with the District Parent Liaison, Mrs. Linton Hart and the Title 1 District Director.  The high school will host its Title 1 Parent Meeting on Monday, October 24, 2018 at 5:30 p.m. to inform parents about the Title 1 funds and available programs. The policies and procedures covered in the orientation and meeting will help members to understand the process and guidelines in the development of the Parent and Family Engagement Plan.  This session allows for maintenance of a productive and positive relationship with parents. Title 1 information is included in and distributed during several meeting sponsored throughout the year.

Through teamwork, the SAC and the school are able to review current policies, programs, and funding to maintain and improve the quality of education of our students. Student data is shared and analyzed to predict student progress and outcome for FSA testing and EOC exams.  The administration, leadership team, RTI/MTSS Coordinator, guidance counselor, teachers, parents and students all share in the accountability of school and individual student success.

**Coordination and Integration with Other Federal Programs**

* **Describe how the school will coordinate and integrate parent and family engagement programs and activities.**

Parent Night meetings are held early during the school year (August) to assist parents in becoming aware of grade level expectations. Parents receive relevant information pertaining to Title I and other program services available to students. Madison County High School utilizes the One call system, the 101 reminder application for messaging as a means of communication regarding upcoming events and emergencies.

Th SAC is committed to developing the school’s vision and mission. They review all aspects of MCHS services and its School Improvement Plan. They assist in the preparation and evaluation of the SIP, and maintain oversight. They give input on how the expenditures covered by SAC funds will be allocated based on reaching school improvement and academic performance goals.

* **Describe how the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home.  [ESEA Section 1116]**

MCHS has conducted the general open-house and all grade level parent nights. Additionally, our guidance department has scheduled and met with all senior parents. The department also scheduled the rest of the student body for face - to -face meetings. This is in an effort to apprise all parents of the academic requirements for graduation for all students.  At each session, parents were given the information to steer their children in the right direction. Parents were asked to encourage their children to maintain good study habits, and maintain open communication about school.

**Annual Parent Meeting**

**Describe the specific steps the school will take to conduct the annual meeting to inform parents and families about the school’s Title I program, including a description of the nature of the Title I program, and a description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents.**

Madison County High School in collaboration with the local District Title 1 Program jointly prepared a powerpoint presentation that addressed the description of the nature of the Title 1 program, and a description of AYP, school choice, and the rights of parents.

The Title 1 Director prepared the actual powerpoint and included a welcome from the MCHS Principal and a list of events that have been hosted at the school so far. Also included, were proposed programs and events for the upcoming year 2018-2019. Representative from the migrant program, the homeless program and comments from the parent liaison were include in the presentation. The MCHS band performed at the meeting as their debut. This was an effort to draw parents to the meeting and to increase parental involvement.

Parents are notified of all meeting and important dates through the use of the school facebook page, one call system, 101 reminder app, hard copy notices, Title 1 newsletters, and our school website. This contributes to the outreach toward parents.

**Flexible Parent Meetings**

**Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening.  Also, describe how the school will provide, with Title I funds,  services (i.e. child care, home visits) to assist with parent and family engagement.**

MCHS provides many opportunities for parent conferences before and after school, and during teacher planning times based on parent, teacher, and administrative requests. Parent involvement is encouraged through volunteerism for various activities such as homecoming. Parents team up with teachers and students of various grade levels and help to decorate floats, cars for the parade.

 Parents accompany students on fieldtrips to help with chaperoning. They also work with clubs, and at sports activities to facilitate fundraising for the school. One of our biggest projects is the planning and execution of Project Graduation. Parents will be asked to plan, raise funds and to execute Project Destination Graduation. They will secure donation from companies and organizations in the community to allow seniors to have a safe lock-in experience on the night of graduation. This is a fun, drug free, alcohol free activity.

The Title 1 parent liaison assist the staff with homevists and phone calls when we need to discuss issues with students or to intervene due to attendance issues. We are exploring offering child care for any of our meetings that would make it easier for parents to not be distracted while receiving information from the school.

Parents SAC meetings are scheduled on the 1st Tuesday of every month utilizing flexible times as announced. We nomally have meetings at 5:30 p.m. but have also held a meeting at 10:00 a.m. to allow other parents to attend that cannot come in the evening. The School Intervention Team (SIT) meets as needed to provide strategies, techniques, and interventions to meet the students’ needs during the school day.

**Building Capacity**

* **Describe how the school will implement activities that will build the capacity for meaningful parent/family involvement.**

Parents will be provided with various activities throughout the school year to build the capacity for meaningful parent/family involvement.  So far this year, we have hosted grade level parent nights, Dads Take Your Child to Work Day, Signing Day for athletes, daytime in-school volleyball game, Herff Jones Parent Night, FAFSA night with Take Stock in Children, and many football games.

Parents volunteer in the concession stands and help to work the entry gate taking up money. Attending monthly SAC meetings provide an opportunity for parents to be a part of the committee that has oversight of the school. They provide insight and ideas for school improvement and ways to increase family engagement.

* **Describe how the school will implement activities that will build relationships with the community to improve student achievement.**

Community members/businesses are often contacted to donate products, time and financial resources to help raise student achievement and recognize students for achievement. We seek support for smarty parties, award days, incentives for students who are “caught being good” and graduation ceremony. We often get frre hotdogs, pizza, hamburgers, icee cards for the students .

* **Describe how the school will provide materials and trainings to assist parents/families to work with their child(ren).**

MCHS will provide professional development for teachers and parents as needed to assist teachers and parents/families. The Title 1 office has purhased brochures that will provide pertinent information to parents.

* **Describe how the school will provide other reasonable support for parent/family engagement activities. [ESEA Section 1116]**

MCHS utilizes the Migrant Program Coordinator, the Director of Students’ Transitional Services, and the parent liaison to help support parents and family engagement activities.

**Staff Development**

**Please describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, and other school leaders and other staff with the assistance of parents/families in the following:
 \* the value and utility of contributions of parents/families
 \* how to reach out to, communicate with, and work with parents/families as
               equal partners
            \*implementing and coordinating parent/family programs, and in building ties
              between parents/families and schools.  [ESEA Section 1116]**

MCHS will offer training for parents on how to navigate through the parent portion of the FAFSA application. Parents will be able to complete the FAFSA applications process for financial aid and learn how to maneuver through the process. New teachers participate in a beginning teacher program, and receive support from thier team leaders and administrators at the school.

**Other Activities**

**Describe other activities (i.e. parent resource center) the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren).  [ESEA Section 1116]**

Information concerning parent resources are freely available at the front desk, guidance office and media center.  Parents are also encouraged to make use of those materials.  Parents are encouraged to participate in events planned during the year.This is conveyed at other meetings and at sports activities. Parents are also encouraged to visit the parent resource center located in the library for more extensive materials.

**Communication**

* **Describe how the school will provide timely information about the Title I Programs.**

The Title I Director will attend a SAC/PTO meeting during the first semester to explain the program and answer questions that parents may have.

* **Describe how the school will describe and explain curriculum at the school,the forms of assessment used to measure student progress and the achievement levels students are expected to obtain.**

MCHS’s Assistant Principal, RTI/MTSS Coordinator, and principal will attend periodic SAC meetings to disuss curriculum and assessment in regards to student success.

* **Describe, if requested by parents, how the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren).**

The SAC meets monthly to discuss suggestions and ideas on how to increase parent involvement. They also make decisions regarding the education of students attending MCHS.

* **Describe how the school will submit parents/families comments if the schoolwide plan is not satisfactory to them.  [ESEA Section 1116]**

SAC  meetings are held monthly to discuss suggestions and to make decisions regarding school improvements. Parents are given a copy of the SIP and the Family Engagment Plan and they are able to read and write coments on the actuacl hard copy. They may email their concerns, issues or comments that can be aded to the plan.

**Accessibility**

**Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.  Also, describe how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand.**

Parents, staff and students are made aware of all meetings through use of the school website, One Call system, personal notes and our school Facebook page. Our School Advisory Council contributes to our school improvement plan and approves the final document.  We also send letters home that are translated for ELL students.

**Discretionary Activities**

**Describe any activities that are not required, but will be paid for through Title I, Part A funding.**

Madison County High School will maximize parental opportunities and participation in their children’s education by arranging school meetings at a variety of times or conducting in-home conferences between teachers, students and parents. MCHS will work directly with parents who are unable to attend those conferences. We will use email, facetime, skype, and teleconferencing as alternatives.

**Barriers**

**Describe the barriers that hindered participation by parents during the previous school year, and include a description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English Proficiency, and parents/families of migratory children).  [ESEA Section 1116]**

Parents are often unable to attend meetings at the school due to multiple jobs, shift work or lack of transportation. Some or even intimidated due to a lack of education, inablity to articulate their concerns or language barriers.

MCHS uses district and school staff who are readily available to translate notes, phone calls, or speak in person for students who speak a second language in the home. MCHS also utilizes the Migrant Program Coordinator for any issues that arise with our migrant families. The Spanish teacher is a great asset with translations and communication with our ELL, ESOL families.

We will continue to coordinate parent nights, award days, academic signing days, in-school sports activities, Evening with the Arts (band concert and drama skit) , Career and College Readiness Day to overcome the barriers that hinder parent participation. We will make even more of intentional efforts to get parents to increase parental participation.