

**Patrick Henry High School  
School Parent Involvement Plan  
2010-2011**

## The Future of Patrick Henry Depends On How Successful We Are Involving Our Families in Our School



Tom Murray, Room 121

We want to be completely open with our parents about the resources that we are given to manage our school, the process of how we develop and implement a School Improvement Plan, how we involve parents and families in the direction of Patrick Henry, and how we meet additional student needs.

However, we can't fully involve parents unless they communicate their needs with us on a regular basis. Please tell us how we can fully include you in this plan:

Tom Murray, Parent Liaison at: 668-1932 (Office) 651-324-8281 or [tom.murray@mpls.k12.mn.us](mailto:tom.murray@mpls.k12.mn.us)

### PART I. SCHOOL PARENT INVOLVEMENT PLAN **REQUIRED** COMPONENTS

A. Patrick Henry will jointly develop/revise with parents the school parent involvement plan and distribute it to parents of participating children and make available the parent involvement plan to the local community.

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Parent Teacher Conference (develop and discuss at special presentation that draws parents from Conference)</b>	<b>November 4, 2010</b>	<b>Tom Murray</b>
<b>Site Council Parents (revise)</b>	<b>December Meeting '09 – '10</b>	<b>Tom Murray</b>
<b>Web site –parents are encouraged to communicate with Tom Murray for improvements to Web site. All Title I and Family Involvement info is posted on Web site.</b>	<b>Ongoing '10 – '11</b>	<b>Tom Murray</b>
<b>Parent Teacher Meetings (distribute)</b>	<b>Quarterly</b>	<b>Tom Murray</b>

B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Site Council Parents (revise)</b>	<b>December Meeting</b>	<b>Tom Murray</b>
<b>Web site</b>	<b>Ongoing</b>	<b>Tom Murray</b>
<b>Parent Teacher Meetings (distribute)</b>	<b>Quarterly</b>	<b>Tom Murray</b>

C. Offer a flexible number of meetings, 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;

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Parent Teacher Conferences</b>	<b>1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>r</sup> Qtrs.</b>	
<b>Senior and Junior Family Nights</b>	<b>Bi-Yearly</b>	<b>Career and College</b>
<b>Connecting Parents to Educational Opportunities 9<sup>th</sup> grade parents</b>	<b>September – Oct., 2010 week Parent Advocacy course culminating with FREE college certificates</b>	<b>Mpls. District Office of Family Engagement</b>
<b>African American Parent Involvement Day</b>	<b>3<sup>rd</sup> Quarter, '10</b>	<b>Dr. Deborah Gunter, Asst. Principal</b>
<b>Freshman Orientation</b>	<b>August, '10</b>	<b>Tom Murray</b>
<b>Parents Invited to Staff Development</b>	<b>Ongoing throughout the year '10 – '11</b>	<b>Tom Murray, Family Engagement Coordinator</b>
<b>8<sup>th</sup> Grade Open House</b>	<b>December 2nd, '10</b>	<b>PHHS small Learning Community Coordinators</b>
<b>Volunteer Opportunities</b>	<b>Ongoing '09 – '10</b>	<b>Tom Murray</b>
<b>Principal/Parent Meals</b>	<b>Quarterly Rotation of Breakfast, Luncheon, Suppers '10 – '11</b>	<b>Tom Murray</b>
<b>Nightly email newsletter Used to provide information regarding meeting notes</b>	<b>Daily '10 – '11</b>	<b>Tom Murray</b>
<b>Community Dialogues</b>	<b>Monthly '10 – '11</b>	<b>District Officials</b>

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, schoolwide under section 1114 and the process of the school review and improvement under section 1116.

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Consolidated Application of school plan</b>	<b>June 30<sup>th</sup>, '11</b>	<b>Tom Murray</b>

<b>1116 and 114 n/a</b>		
<b>School Improvement Plan</b>	<b>November '10</b>	<b>Principal</b>
<b>Parent Teacher Conference (develop)</b>	<b>October 1<sup>st</sup> and 2nd, 2009</b>	<b>Tom Murray</b>
<b>Site Council Parents (revise)</b>	<b>November Meeting '10</b>	<b>Tom Murray</b>

E. Provide parents of participating children –

- a. timely information about programs under this part;
- b. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and
- c. 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, and respond to any such suggestions as soon as practically possible.

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Title 1 Parent Information Night Agenda and presentation</b>	<b>November 4th and 5th, '10</b>	<b>Tom Murray</b>
<b>Sign-in sheets to file</b>	<b>Ongoing '10 – '11</b>	<b>Tom Murray</b>
<b>Mass phone calls to all parents with reminders of mtgs.</b>	<b>Ongoing '10 – '11</b>	<b>Tom Murray</b>
<b>Individual Phone Calls from Advisory Teachers to Parents</b>	<b>Ongoing '10 – '11</b>	<b>Advisory Teachers</b>
<b>CPEO</b>	<b>September '10 – '11</b>	<b>Mpls. District Office of Family Involvement</b>

F. If the schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Targeted School-Parents who have concerns about the plan will have the right to have their concerns attached to the plan and a school response to those concerns.</b>	<b>Ongoing '10 – '11</b>	
<b>Parents with concerns about the plan can direct their concerns to the Principal and or Family Involvement Coordinator</b>	<b>Ongoing</b>	<b>Principal Family Involvement Coordinator</b>
<b>The process for registering comments will be communicated through regular communications with</b>	<b>Ongoing '10 – '11</b>	<b>Tom Murray</b>

<b>parents including Web postings, nightly email newsletter, and Title I Meeting</b>		

G. Patrick Henry will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in Minnesota (i.e., Minnesota Parent Center, Bloomington, MN).

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Blurb on Web site</b>	<b>Ongoing</b>	<b>Tom Murray</b>
<b>Table at Title I Parent Information Night</b>	<b>Parent Teacher Conferences</b>	<b>Tom Murray</b>
<b>Nightly Newsletter with information from MNPIRC newsletter</b>	<b>Ongoing</b>	<b>Tom Murray</b>
<b>Mention at Annual Title I Seminar</b>	<b>May 2010</b>	<b>Tom Murray</b>

## **PART II REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

As a component of the school-level parent 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 the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement;
- Provide frequent reports to parents on their children's progress; and
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Individualized training session on "Writing Effective Parent Involvement Plans and Compacts" draft documents at training.</b>	<b>February, '10</b>	<b>Tom Murray</b>
<b>Parent Resource Shelf in Career and College Center</b>	<b>October, '10</b>	<b>Quinton Bonds</b>
<b>Semester Parent Teacher Conferences</b>	<b>1, 2, Semesters '10 – '11</b>	
<b>Progress Reports</b>	<b>Quarterly (paper) Ongoing in Parent Portal '09 – '10</b>	<b>Patrick Henry Principal</b>
<b>Mass Phone Calls, Nightly Parent Newsletters, Electronic Marquee, Postcards</b>	<b>Same as above</b>	<b>Tom Murray</b>

## **BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT**

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part –

- a. Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State’s academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children;

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Parent Teacher Conferences</b>	<b>Quarterly '10 – '11</b>	<b>School Teachers</b>
<b>Notification of MN PIRC Parent Pages</b>	<b>Ongoing</b>	<b>Tom Murray</b>
<b>Connecting Parents to Educational Opportunities</b>	<b>September, 2010 – October 2010</b>	<b>District Family Engagement Office</b>

- b. 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;

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Parent Portal Presentations</b>	<b>Parent Teacher Meetings '10 – '11</b>	<b>Tom Murray</b>
<b>MN Humanities/Hmong Book giveaway Program</b>	<b>October, '10</b>	<b>Tom Murray</b>
<b>MN Literacy Council</b>	<b>February, '11</b>	<b>Tom Murray</b>
<b>Connecting Parents to Educational Opportunities</b>	<b>September, '10 – October '10</b>	<b>District Office of Family Engagement</b>

- c. Shall educate teachers, pupil services personnel, principals, and other 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;

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Teacher Staff Friday Forum, “A Dialogue with Patrick Henry Parents”</b>	<b>April, '11</b>	<b>Tom Murray and Patrick Henry Instructional Leaders</b>
<b>Parent Inclusion on Site Council</b>	<b>Ongoing</b>	<b>Tom Murray, Co-Chair of Site Council</b>
<b>Families are Invited to Attend Get Ready Family Nights to discuss winning school success strategies</b>	<b>February, 2011</b>	<b>Get Ready Counselors</b>
<b>Connecting Parents to Educational Opportunities (CPEO)</b>	<b>September '10 – October '10</b>	<b>Tom Murray, Family Involvement Coordinator</b>

d. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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;

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Parent Resource Shelf in Career and College Center</b>	<b>Ongoing</b>	<b>Quinton Bonds</b>
<b>Health Clinic</b>	<b>Ongoing</b>	<b>School Clinic Office Staff</b>

e. 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 parents can understand;

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Automatic Mass Phone Call in various languages</b>	<b>As Necessary</b>	<b>Peter Yang, Bilingual Program Assistant and Tom Murray</b>
<b>Written Language Interpreter</b>	<b>As Necessary</b>	<b>District Communications</b>
<b>Interpretative Services for daily school functions, and conferences</b>	<b>As Necessary</b>	<b>Hmong Bilingual Program Assistant and additional District services as necessary</b>

f. Shall provide such other reasonable support for parental involvement activities under this as parents may request.

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Transportation/Bus Tokens/Taxi</b>	<b>As needed</b>	<b>Tom Murray</b>
<b>Staff willingness to meet with parents at their convenience</b>	<b>As needed</b>	<b>Teachers</b>
<b>Staff Home visits</b>	<b>As needed</b>	<b>Social Workers</b>
<b>Available via email</b>	<b>Ongoing</b>	<b>Teachers</b>

g. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

h. May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training;

i. May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

j. May train parents to enhance the involvement of other parents;

k. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;

l. May adopt and implement model approaches to improving parental involvement;

m. May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;

n. May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and

**PART III ACCESSIBILITY REQUIREMENTS**

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, 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 providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

<b>Activity</b>	<b>Date Due</b>	<b>By Whom?</b>
<b>Translators at conferences and meetings</b>	<b>All Conferences '10-'11</b>	<b>Tom Murray, Peter Yang Bilingual Program Assistant</b>
<b>Transportation arrangements</b>	<b>As needed</b>	<b>Tom Murray</b>

#### PART IV ADOPTION

This Patrick Henry Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent Involvement Plan was developed by Patrick Henry on 10/1/2009 and will be in effect for the period of school year. The school will distribute this Parent Involvement Plan to all parents of participating Title I children and make it available to the community on or before 10/08/09.

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(Signature of Title I Authorized Representative)

10/1/2009  
(Date)

These parents were involved with the development of this document: