

BAY Title I, Part A Parental Involvement Plan

I, William V. Husfelt, 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 LEA will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children;
- Consistent with Section 1118, the LEA will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118(b) of the ESEA, and each includes, as a component, a school-parent compact consistent with Section 1118(d) of the ESEA;
- The LEA will incorporate this LEA-wide parental involvement policy into its LEA Plan developed under Section 1112 of the ESEA;
- In carrying out the Title I, Part A, parental involvement requirements to the extent practicable, the LEA and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and to the extent practicable, in a language parents understand [Section 1118(f)];
- If the LEA Plan for Title I, Part A, developed under Section 1112 of the ESEA is not satisfactory to the parents of participating children, the LEA will submit any parent comments with the plan when the LEA submits the plan to FDOE;
- The LEA will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools, after equitable provisions have been provided to participating private schools;
- The LEA will be governed by the statutory definition of "parental involvement" defined in Section 9101 (32), and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition; and
- The LEA will inform parents and parent organizations of the purpose and existence of both Parent Information and Resource Center(s) (PIRC) in the state.

Signature of Superintendent or Designee

(Note: If this certification is signed by a designee, then the letter authorizing this person to sign in place of the Superintendent must be included with this request.)

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Our mission is to establish a close relationship between home and school by advancing opportunities and removing barriers for parents to become actively engaged in academics and school activities. We believe that building this relationship between home and schools will assist students in developing into self-directed, lifelong learners and responsible citizens.

Involvement of Parents

Describe the actions the LEA will take to involve parents in the following required policies/plans:

- LEA-wide parental involvement policy [Section 1118(a)(2)];
- LEA plan [Sections 1112 (c)(H), 1112(d)(1)];
- School review and improvement under Section 1116 [Sections 1118(a)(2)(A), 1116(a)(1)(D), 1116(b)(3)(A)]; and
- How the funds reserved for parental involvement will be allocated [Section 1118(a)(2)].

Response: The LEA formed a District Parent Task Force composed of parents from all Title I schools. The principal of each Title I school selects at least one parent from their school's School Advisory Council to serve on the District's Title I Parent Task Force (PTF). Interested community members are also invited to serve on the District's Title I PTF. The district's Title I Parent Involvement Resource Teacher will serve as the facilitator and contact person for the PTF. This PTF meets throughout the year, a minimum of three times, (November, January, March/April) to develop, implement and evaluate all school related plans, including but not limited to District Improvement Plan, LEA Plan and Parent Involvement Plan/Policy, the Title I, Part A application, Corrective Action Plan, and the Title I School Improvement Plan. Parents participate in the development of the Title I budget through participation in the District Task Force. Parents assist in the preparation of relevant plans through participation in PTF and School Advisory Councils where they review information about the programs, including the Federal Statute and Regulations, any applicable state or local laws or regulations, and current and prior program applications, budgets and evaluations data including Parent Spring Survey data. Involvement of parents will be documented through agendas, minutes, sign-in sheets from District Task Force Meetings. Additionally, PTF members will sign attestations that they approve plans, budget, grants, etc. Decisions involving the use of Title I funds reserved for PI at the school level will be made during the development of the School Improvement Plan by the School Advisory Council (SAC). The LEA monitors SAC membership to ensure parents are involved in the process. All schools receive training and/or information on ways to include parents in the school improvement process.

Technical Assistance

Describe the actions the LEA will take to provide coordination, technical assistance, and other support necessary to assist Title I, Part A schools in planning and implementing effective parental involvement activities which build the capacity of parents to improve the academic achievement of their child and overall school performance [Section 1118(a)(2)(B and C) and 1118(e)(1-14)]. Include a description of the process the LEA will use to review the school-level PIP to ensure compliance with all requirements of Section 1118 [34 CFR 200.30(e)]. Include information on how the LEA will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

Response: The LEA provides the following coordination, technical assistance and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- Technical assistance meetings are provided to principals of all Title I schools by the Supervisor of Title I to assist schools in all aspects of improving student achievement
- The District Resource Teacher will meet monthly with each Title I School at the school sites to provide technical assistance, and other support necessary in planning and implementing parental involvement activities to improve student academic achievement and school performance and to ensure compliance with all requirements of Section 1118. Specifically, the LEA will, to the extent possible, ensure that parental involvement activities include information on NG-SSS and student achievement expectations; support the involvement of parents in the decision making process; engage parents and students in activities to help their child academically; provide information to parents on where their child's skills need to improve; and provide a method of communicating with parents.
- The District Resource Teacher will hold Parent Involvement Coordinators' meetings at least three times during the year (August-September, January, April) to share ideas among the coordinators and to disseminate the latest information about effective research based strategies.

- The District Resource Teacher will provide training to Title I school faculties and staff regarding the importance of parent involvement.
- The District Resource Teacher provides on-going and up to date information and technical assistance to schools through monthly calendar updates sent by e-mail.
- The LEA reviews each school-level PIP to ensure compliance and that the activities planned will provide meaningful opportunities for parents to become more involved in their child's education. Any school deficiencies will be corrected. Additionally, throughout the year, the District Resource Teacher will collect documentation and monitor the implementation of each School's Parent Involvement Plan.
- The LEA will develop with the District Parent Task Force an evaluation for school-level PI. (Spring Survey) The LEA will duplicate and distribute these evaluations shortly after Spring Break. The results will be tallied and a meeting will be held to discuss the results. Results will be used by the PTF to guide revisions to the next year's LEA PIP and to address any barriers identified. Individual schools will use their evaluation data to revise the school level PIP and address any barriers identified.
- Guidance and timelines for completing the next year's school-level PIP will be provided based on state guidance and the release of the template. If state timelines permit, plans will be reviewed by the LEA prior to the end of the school year for the following year.

Coordination and Integration

Describe how the LEA will coordinate and integrate parental involvement strategies from Part A of Title I with other federal programs (including but not limited to Head Start, Early Reading First, Even Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters (HIPPY), Voluntary Pre-Kindergarten, Title I, Part C, Title I, Part D I, Title III, and Title IV, Part A) [Sections 1118 (a)(2)(D) and 1118(e)(4)].

count	Program	Coordination
1	VPK	Title I and VPK will work together to coordinate transition programs for students entering the regular public school program through Federal Program Coordination meetings. VPK families are invited to all school PI activities.
2	Head Start and VPK (Early Education & Care)	Title I will invite representatives to be on the District Parent Involvement Council.
3	Title I, Part C	Title I C and A work closely together throughout the year. Part C provides translations to Part A parents as necessary and Part A provides assistance as needed and as Part A resource are available.
4	Title I, Part C and D; Title II, Title II, VPK and ESE	Title I, Part C instructional specialist will schedule meetings at least 3 times per year to coordinate activities with other federal programs and VPK. Title I will provide professional development modules to schools to support the PD needs of the staff related to parental involvement.
5	Title I, Choice/SES	Schools required to implement SES will be encouraged to employ a parent liaison/resource teacher to serve as a contact person for parents, teachers, administrators, and providers. Title I, Part A resource teacher will monitor SES implementation and compliance.

Annual Evaluation

Describe the actions the LEA will take to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of the Title I, Part A schools [Section 1118(a)(2)(E)].

Response: The Bay District Parent Task Force (PTF) will meet at least 3 times during the school year for input into the development, implementation and evaluation of the existing PIP. As issues arise, the PTF will work with the Title I supervisor and resource teacher to resolve and improve the program. In the March/April meeting the PTF will begin the final review of the existing PIP, analyze participation data and revise the PIP as needed.

The District Title I Resource Teacher and the District's PTF members will develop a survey to evaluate the content and effectiveness of both school and district parent involvement policies/plans. Once completed, the survey will be given to each of the schools to distribute to parents during the month of April. The district will collect the completed surveys, tabulate the results, and return the completed results to the schools. The data from the surveys, as well as, the participation data will be reviewed by each Title I school advisory council and each school will make changes to their parent involvement plans accordingly. Survey results and participation data will be discussed at the next PTF meeting and revisions to the District Parent Involvement Policy will be made accordingly.

Building Capacity

If the LEA plans to implement LEA-wide activities, describe the actions the LEA will take to build the schools' and parents' 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 [Sections 1118(a)(2)(C), 1118(e)(1-14)].

Not Applicable

Staff Training

Describe the professional development activities the LEA will provide, with the assistance of the schools and parents, 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	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness
1	Building Relationships with Parents	BEACON – on-line course	Understand the importance of building relationships with students and families	Summer and throughout school year as needed	Web-based attendance logs; course completion certificates
2	Importance of Parent Involvement, Home/School Ties, Cultural Sensitivity	District Resource Teacher	Improve the ability of staff to work effectively with parents.	Staff Meetings throughout the school year	Sign-in sheets, agenda
3	Building Ties Between Home and School	District Resource Teacher	Improve the ability of staff to work effectively with parents.	Staff Meetings throughout the school year	Sign-in sheets, agenda
4	Implementation/Coordination of PI Programs	District Resource Teacher	Improve the ability of staff to work effectively with parents.	Staff Meetings throughout the school year	Sign-in sheets, agenda
5	Communicating and Working with Parents	District Resource Teacher	Improve the ability of staff to work effectively with parents.	Staff Meetings throughout the school year	Sign-in sheets, agenda
6	Title I and Parent Involvement	District Resource Teacher	Improve the ability of staff to work effectively with parents.	Staff Meetings throughout	Sign-in sheets, agenda

Communication and Accessibility

Describe how the LEA 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 LEA 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: The PIP will be summarized in a one-page document that will be printed in English and Spanish and provided to all parents at the Title I Annual Meeting at the beginning of the school year. The document will outline the major components of the policy and will offer to provide a full copy of the PIP upon request. The complete PIP will be posted on the LEA's website under Title I department link. In addition, a hard copy of both the LEA PIP and school PIP will be available in the office at each Title I school.

The district has employed a Spanish translator to assist schools with written publications, attend parent meetings, and to assist with phone communications. Other languages are available, including Vietnamese, Russian and French, to name the district's most requested translations. The Title I District Resource Teachers will monitor parent communication for simplicity, clarity and availability of translations as part of their documentation monitoring throughout the school year. The district publishes, distributes and posts on the district website and in the parent portal information for parents. All district facilities are ADA accessible and translators are available as requested. School and district websites make information and communication available to those who are not able to travel to schools.

Discretionary Activities

The LEA parental involvement policy may include additional discretionary activities that the LEA, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement [Section 1118(e)]. Check here if the LEA does not plan to implement the discretionary parental involvement activities. Check all activities the LEA plans to implement:

count	Activity	Description of Implementation Strategy	Person Responsible	Correlation to Student Achievement	Timeline
1	Paying 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 [Section 1118(e)(8)];	Provide food for parents workshops, activities, and meetings conducted during a meal time.	Eugenia Gordon	Increase Parent Involvement increases student achievement	July 1, 2011 - June 30, 2012
2	Establishing a LEA-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs [Section 1118(e)(12)]; and	District Parent Task Force	Eugenia Gordon	Parent Involvement increase student achievement	July 2011 - June 2012

Evaluation of the 2010-2011 Parental Involvement Plan

Building Capacity Summary

Provide a summary of the activities provided during the 2010-2011 school year designed to build the capacity of parents to help their children [Section 1118(e)(1-2)].

Not Applicable

Staff Training Summary

Provide a summary of the professional development activities provided during the 2010-2011 school year by the LEA 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	Correlation to Student Achievement
1	Coordination and Implementation of Parent Involvement Programs	16	598	Understanding the correlation between parent involvement and student achievement. Provide training modules for schools.
2	Importance of Parent Involvement, Home/School Ties, Cultural Sensitivity	16	628	Understanding the correlation between parent involvement and student achievement. Provide training modules for schools.
3	Building Ties Between Home and School	15	563	Understanding the correlation between parent involvement and student achievement. Provide training modules for schools.
4	Communicating and Working with Parents	16	559	Understanding the correlation between parent involvement and student achievement. Provide training modules for schools.
5	Building Relationships with Parents	1	13	Understanding the correlation between parent involvement and student achievement. Beacon web-based course.

Private School Summary

Provide a summary of the parental involvement activities provided during the 2010-2011 school year for private schools implementing a Title I, Part A program [Section 1120(a)(1)].

Not Applicable

Barriers

Describe the barriers which hindered participation by parents in parental involvement activities during the 2010-2011 school year. Include the steps the LEA will take during the 2011-2012 school year to overcome the barriers and design more effective parental involvement policies (with particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency, limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(2)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Work - All subgroups	The district will continue to offer flexible meeting times (day and evening) and send information to parents who cannot attend District Task Force Meetings.
2	Lack of personnel to implement parent involvement activities-all subgroups	Schools (9) will hire a para professional for parent involvement from their school Title I allocation to address increased PI activities at new Title I, Part A funded schools where parent centers will be established.

Best Practices (Optional)

Describe the parental involvement activity/strategy implemented during the 2010-2011 school year the LEA considers the most effective. This information may be shared with other LEAs as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
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