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FLORIDA DEPARTMENT OF
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fldoe.org

Pam Stewart
Commissioner of Education

December 12, 2014

Sherri Albritton
Hardee County School District
230 South Florida Avenue
Wauchula, FL 33873


Dear Ms. Albritton:

We are pleased to inform you that Hardee County 2014-15 LEA Parental Involvement Policy/Plan meets all of the requirements outlined in Section 1118 of the Elementary and Secondary Education Act.

Please be reminded that the LEA is required to share the contents of the parental involvement policy/plan with parents of children participating in the Title I program. The information must be provided in an understandable and uniform format, including alternative formats upon request.

If you have questions or need additional information, please feel free to contact Wanda Young by email at Wanda.Young@fldoe.org or by phone at 850-245-0690.

Sincerely,


Sonya G. Morris

SGM/wy

SONYA G. MORRIS, CHIEF
BUREAU OF FEDERAL EDUCATIONAL PROGRAMS

HARDEE Title I, Part A Parental Involvement Plan

I, David Durastanti, 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

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: Building learning partnerships with home, school, and community to ensure personal and academic excellence.

Involvement of Parents

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

- LEA-wide parental involvement policy (PIP)[Section 1118(a)(2)];
- LEA plan [Sections 1112 (c)(H), 1112(d)(1)]; and
- How the funds reserved for parental involvement will be spent [Section 1118(a)(2)].

Response: Hardee District will employ each school's School Advisory Council (SAC) as the parent group that will develop the LEA Parent Involvement Policy (PIP) and the LEA Plan jointly with each Title I school's staff parent involvement committee, the school administration, the Title I Resource Teacher, and the Director of Student Academic Services and Federal Programs. The preceding groups will also be responsible for the evaluation and implementation of the PIP. The Director provides technical assistance and training to each administrative team on the statutory requirements of the School Advisory Council requirements.

The members of the each school's SAC will be selected by the procedures set forth in the SAC bylaws and Florida statute. Each advisory council shall be composed of the principal and an appropriately balanced number of teachers, education support employees, students, parents, and other business and community citizens who are representative of the ethnic, racial, and economic community served by the school. Council members representing teachers, education support employees, students, and parents shall be elected by their respective peer groups at the school in a fair and equitable manner (FS 1001.452 (1) a).

The LEA will involve parents in the involvement of the LEA PIP and the LEA Plan by submitting the LEA PIP and the LEA Plan to each school's School Advisory Council for meaningful input. The LEA Parent Involvement Policy and the LEA Plan will be submitted to each SAC to provide review, feedback, evaluation, and provide meaningful input into the plan. The information gained from the schools SACs will be used to update the plan. The LEA will review and provide feedback to each school level on their school PIP before dissemination.

In addition, the LEA surveys all parents of Title I students regarding the Title I program, barriers to parent involvement, and open ended responses to the following questions: 1. How can the school and district involve parents in the development of its Parent Involvement Policy and School Improvement Plan? 2. How can the school and district work together in planning and implementing effective parent involvement? 3. How can the school and the district build staff and parent capacity (knowledge and skills) for strong parent involvement to ensure that parents have the tools that they need to participate fully in decisions regarding their children's education? and 4. How can the school and district coordinate with other parent involvement programs such as Head Start, Migrant, or ESE?

This survey data is shared with the district administration, each school level administration, and the SAC of each school. This survey data is also used to develop the LEA Parent Involvement Policy and the LEA plan.

At least 95% of the 1% allocation for parent involvement will be sent to the schools. The SAC will determine how the expenditure is spent. The funds for parent involvement will

be spent after the SAC has approved their expenditure.

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 Director of Student Academic Services and Federal Programs and the Title I Resource Teacher will provide technical assistance to each Title I school on behalf of the LEA. The director and resource teacher attend Title I technical assistance meetings such as Heartland Educational Consortium (HEC) and East Coast Technical Assistance Center (ECTAC).

Technical assistance is provided by the LEA (Director of Student Academic Services and Federal Programs and the Title I Resource Teacher) to the school sites by the following strategies:

1. Training Title I school contacts, assistant principals, in the requirements of section 1118 and the Title I parent involvement requirements;
2. Phone calls and e-mails to school administrators as well as school visits; and
3. Quarterly technical assistance and trainings to assistant principals regarding the title I parent involvement requirements, implementation, and evaluation.

The assistant principal at each Title I school will serve as the parent involvement contact at the school level. Quarterly trainings and meetings will be provided by the LEA to assist in the PIP requirements according to section 1118, policy development at each school, and implementation of the PIP.

The LEA will ensure compliance of the school level PIP by providing technical assistance to the assistant principal prior to updating the plan. The training will include understanding the requirements of section 1118 and Title I parent involvement requirements and the new school template. The assistant principal will in turn train the SAC, school staff, and the parent involvement committee at each school. The Director of Student Academic Services will provide training in parent involvement strategies at coaches' meeting. The coaches will share these strategies at school-level best practices and staff meetings.

All schools will complete the PIP prior to the Oct. 15 2014 School Improvement Plan deadline in order for the District to review and provide feedback to the school. An evaluation of the previous year's plan will be completed by the SAC and school staff prior to the development and implementation of the current plan. The assistant principal will train school staff, parent involvement committee, and the SAC on the requirements and implementation of section 1118 and Title I parent involvement requirements. The LEA will assure by SAC minutes and agendas that the plan was developed and reviewed at the

SAC meeting. The school level plan will be submitted to the LEA for review before it is disseminated to parents. The LEA has requested that a parent involvement item be placed on each SAC agenda, parent newsletter, and staff agenda.

The LEA parent involvement contact attends parent involvement trainings at ECTAC and then provides technical assistance to the LEA regarding parent involvement.

2014-2015 PIP timeline:

Fall 2014: The DOE Guidance document and template were sent to school administrators in the fall of 2014 when released by DOE.

Fall 2014-The LEA provides training to the assistant principal regarding section 1118, PIP development, implementation, and the online school template.

Fall 2014- The assistant principal provides training to the SAC, parent involvement committee and staff regarding section 1118 requirements and the development and implementation of the PIP.

Fall 2014-The school-level PIP is provided to the LEA for review and feedback.

Fall 2014-After review, feedback and revisions, the school-level PIP is distributed to parents.

Quarterly SAC meetings: Agendas and SAC minutes are sent to the LEA to monitor PIP implementation.

Spring 2015-The LEA and school level will evaluate the LEA PIP and the school-level PIP by providing a survey to each SAC member and randomly sent to parents of students at Title I schools.

Spring 2015- The results from the survey will be reviewed by the SAC, school-level parent involvement committee, and administration. Further evaluation will occur by a review of evaluations completed by attendees of training events, a review of the number and percentage of parents attending events and a review of the events that were provided by the school level.

Spring 2015-Evaluation results of the school-level and LEA PIP are sent to the LEA for review.

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 of Title I, Title III, and Title IV, Part A) [Sections 1118 (a)(2)(D) and 1118(e)(4)].

count	Program	Coordination
1	Title I part C and Title VI	Title I part A, Title VI and Title I part C staff will meet with migrant parents to build capacity: literacy strategies will be provided to parents at meetings held after school hours.
2	Title III and Title VI	Title I part A, Title VI and Title III staff will meet with ELL parents to build capacity: literacy strategies will be provided to parents at meetings held after school hours.
3	Hardee Federal Programs	The directors of the federal programs will meet quarterly to collaborate and coordinate events to eliminate duplication. Directors share schedules of events to encourage joint participation.
4	Transition activities for pre-k students	Pre-K students visit and tour Title I schools in May of each year. School sites provide kindergarten Round-Ups in which kindergarten information is provided for parents and students each year.
5	Hardee Early Childhood Coalition	Directors attend Coalition meetings held at the District Training Center. Pre-K teachers participate in the Coalition trainings.
6	Individuals with Disabilities Act	IDEA dollars will partner with district and Title I funds to provide parent involvement trainings to build parent capacity.
7	Adult Education	Title I schools will provide information to parents in newsletters regarding opportunities for parents to obtain a GED or classes for non-English speakers to learn English.
8	Volunteer Pre-Kindergarten (VPK)	The LEA Title I office will provide information to parents of VPK children and VPK staff regarding kindergarten standards and assessments.

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 academic quality of the Title I, Part A schools [Section 1118(a)(2)(E)].

Response: A parent involvement survey will be distributed in April of each year to assist in the evaluation and development of the LEA PIP and the school-level PIP. The survey will be distributed to each SAC member for completion and randomly sent to parents of Title I schools.

In May the results will be reviewed by each SAC, parent involvement committee, school administration and the Director of Student Academic Services and Federal Programs.

Further evaluation will occur by a review of evaluations completed by attendees of training events, a review of the number and percentage of parents attending events and a review of the events that were provided by the school level.

Barriers to the implementation of the LEA and school-level PIP will be discussed and technical assistance provided at each quarterly LEA and assistant principal meeting.

Feedback from the preceding groups, after review of the data, will be sent to the LEA in June. The results from the surveys and other data will assist in updating the LEA PIP.

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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Meetings with principals and assistant principals to technical assistance on parent participation	Title I Resource Teacher	Increased reading achievement	Throughout the school year	Evidence will be improved parent participation as evidenced by Title I surveys
2	Annual Title I Meetings at school sites	Principals/Assistant Principals	Increase parent knowledge of Title I program, the nature of the Title I program, AMAOs, and the rights of parents.	Twice a Year	Evidence will be improved parent participation as evidenced by Title I surveys
3	Parent Notification Requirements: Distribution of materials	LEA/Title I Resource Teacher	Increase parent knowledge on school functions, parent notifications, etc. (Provided in multiple languages)	Throughout the school year	Evidence will be improved parent participation as evidenced by Title I surveys

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	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	PIP requirements at each school, and implementation of the PIP	Title I Resource Teacher	Research shows that regardless of family income or background, students with involved parents are more likely to have higher grades, test scores, and graduation rates.	Ongoing throughout SY 1415	completion of the school level online PIP
2	PIP requirements at each school, and	Assistant Principal at	Research shows that regardless of family	Ongoing throughout	SAC agendas and minutes and

	implementation of the PIP	each Title I school	income or background, students with involved parents are more likely to have higher grades, test scores, and graduation rates.	SY 1415	a list of all activities at school
3	Building capacity of parents in understanding how they can be involved with schools and partner with schools to increase student achievement	Literacy Coach	Research shows that regardless of family income or background, students with involved parents are more likely to have higher grades, test scores, and graduation rates.	Ongoing throughout SY 1415	increase in ayp percentage met at each school site
4	Increasing the capacity of parents in understanding how they can be involved and understanding of curriculum, assessments, and proficiency levels	Guidance counselors and Academic Intervention Coac	Research shows that regardless of family income or background, students with involved parents are more likely to have higher grades, test scores, and graduation rates.	Ongoing throughout the SY 1415	parent survey results

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 LEA provides for parent participation through the school level SAC which is composed of the principal and an appropriately balanced number of teachers, education support employees, students, parents, and other business and community citizens who are representative of the ethnic, racial, and economic community served by the school. To the extent possible, each SAC has a migrant and ell parent as a representative.

The district website and each school website provides information to parents such as the Student Progression Plan, the LEA Parent Involvement Plan, District Intervention and Assistance Plan, School Improvement Plans, and information on assessments, curriculum and proficiency levels, etc.

Each Title I school sends home a newsletter on a monthly basis which provides information to parents to build capacity in increasing student academic achievement.

Information related to school and parent programs is provided in an understandable and uniform format and to the extent practical in a language that parents can understand. Information will be translated into Spanish for our Hispanic population and to the extent practical into Haitian Creole.

To ensure that all parents of students enrolled in Title I schools have opportunities to participate in parental involvement activities, the LEA provides bilingual staff and materials for parents as needed. Translating equipment and bilingual resources are available for parents at each LEA school as needed and/or requested. Flyers and announcements regarding parental involvement activities are translated and distributed to all parents at Title I schools. Home school liaisons provide assistance in ensuring documents and reports meet the needs of parents with limited English proficiency. Parents with disabilities are provided accommodations that will remove any barriers to their participation. Event publications will include this information to that parents who are in need of translation services or need any accommodations will be able to let the school know ahead of time if they need further assistance.

All school level PIPs and the district level PIP is distributed by flyer to parents and the community. Flyers are also distributed at local organizations such as the public library.

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:

☒ Not Applicable

Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.

Uploaded Document

Evaluation of the previous year's Parental Involvement Plan

Building Capacity Summary

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

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Parent Informational Meetings	22	1539	Provides information on how parents can be involved; builds strong school-home relationships leading to academic growth
2	Title I Parent Night	8	1174	Informs how funding can be used, what parents have the right to ask for, assessment and data reporting
3	Parent Involvement Trainings	3	150	Strategies to help parents assist with homework, projects, data chats, hands-on math activities, and understanding curriculum
4	OnCourse Grade Portal	3	1407	Coaches parents through the use of the grade portal
5	Open House/Meet Your Teacher	9	2642	Parents gain knowledge about classroom expectations, modes for home-school communication, helps for student success
6	Data Chats	15	1125	Discussion of assessment data, expectations, and goals
7	Newsletters	18	1335	Communicate school events and provide parents with help
8	Parent-Teacher Conferences	284	1950	Discuss individual progress with parents
9	Preschool Parent Nights	2	60	Provide information for incoming Kinder parents with techniques to prepare students for school
10	Kindergarten Round-Up	3	128	Increase school readiness for incoming Kindergarteners
11	Family Literacy Night	7	942	Increased Reading Achievement
12	Way Cool Science Night	2	335	Increased Science Achievement
13	State's Academic Standards and test Revue	2	463	Provide information to parents on the content of the standards
14	Parent Notification Requirements	18	572	Provide parents with updates on school functions, parent notifications, provided in multiple languages
15	School Advisory Council Meetings	4	22	Provide parents and stakeholders with opportunities for input in the Title I/School Improvement Plan and PIP
16	5th Grade Round-Up-To Inform Parents of 6th grade Expectations	2	100	Increased school readiness for 6th grade students
17	6th/7th Grade Orientation	4	100	Increase academic performance by creating awareness of expectations
18	AVID Parent Meeting-AVID Program Introduction	3	150	Improved academic success with AVID students
19	History/Literacy Fair	1	200	Increase awareness of topics being taught through the arts
20	EduLink Phone	19	907	Provides early notification of events,

	Communication System			assessments, and parent involvement activities
21	Grandparent's Day Celebration	2	100	Grandparents engagement in hands-on activities that help increase student achievement
22	Homework Folders	2	957	Build effective teacher to parent communication
23	Honor Roll Breakfast	1	175	Parents have an opportunity to celebrate their child's success
24	Volunteer Reception	1	25	Recognizing school volunteers can help recruit more volunteers to help close the achievement gaps.
25	National School Lunch Week	6	682	Good nutrition can lead to improved student achievement
26	Cool Cat Assemblies	4	50	Celebration of student achievement and leadership qualities

Staff Training Summary

Provide a summary of the professional development activities provided during the previous 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	Anticipated Impact on Student Achievement
1	Title I Information Training for School Staff	4	240	Provide staff with Title I information/training to improve communication with parents and provide resources to support learning at home
2	Review Title I End of year survey	1	52	Understanding needs of parents to help meet needs of students which leads to academic progress
3	Creating Positive Relationships with Parents	1	52	Parent involvement is directly related to positive student learning gains
4	101 Ways to Create Real Family Engagement	1	49	Anticipated Impact on Student Achievement - Increased Family Involvement will increase student achievement
5	Faculty Training on value of Parental Involvement	5	245	Improve the ability of staff to work with parents by providing best practice examples
6	Title I Informational Meeting with Assistant Principals	6	7	Increasing Parent Involvement through use of Title I assistance
7	PBS Training	5	65	Increased student achievement through positive behavior intervention and parent involvement

Private School Summary

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

X Not Applicable

Barriers

Describe the barriers which hindered participation by parents in parental involvement activities during the previous school year. Include the steps the LEA will take during the current 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	35% of parent survey respondents reported conflicts with work schedules as a barrier to parent involvement. (all subgroups identified this as a barrier)	The LEA will instruct schools to offer events at convenient and flexible times.
2	24% of parent survey respondents reported that activities were scheduled at inconvenient times as a barrier to parent involvement. (all subgroups identified this as a barrier)	The LEA will instruct schools to offer events at convenient and flexible times.
3	21% of parent survey respondents reported personal or family responsibilities as a barrier to parent involvement. (all subgroups identified this as a barrier)	The LEA will instruct schools to consider interventions, such as childcare and flexible times for activities, in order to encourage parent involvement.

Best Practices (Optional)

Describe the parental involvement activity/strategy implemented during the previous 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
1	Increasing Parent Participation	Best Practices-Recruiting/Using Parent Volunteers
2	Professional Development	Unpacking the Florida Standards