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December 12, 2014

Paula Ginn
Madison County School District
210 NE Duval Avenue
Madison, FL 32340

Dear Ms. Ginn:

We are pleased to inform you that Madison 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

MADISON Title I, Part A Parental Involvement Plan

I, Doug Brown, 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: The MCS D believes that positive parent/family engagement is essential to student achievement and welcomes parental engagement in all school activities.

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: The District formed a District Parent Advisory Council (DPAC) composed of parents from all Title 1 schools, usually the presidents, co-chairs, etc. This committee provides input into the development, implementation and evaluation of all school related plans. Involvement of Parents will be documented through sign-in sheets and meeting notes/minutes.

Decisions involving the use of the Title 1 funds reserved for parental involvement at the school level will be made during the development of the SIP by the SAC. The LEA will monitor SAC memberships to ensure that parents are involved in the process. All schools receive training and information on ways to include parents in the school improvement process. The Title I/School Improvement Coordinator will work with each school to coordinate this process. Each school will organize a school advisory Council (SAC) which shall be composed of the principal and an appropriately balanced number of teachers, education support employees, parents, other business and community citizens, and students where applicable who are representative of the ethnic, racial, and economic community served by the school.

The school advisory council will serve as the decision-making body of the school. The council will meet at least quarterly to develop, review and offer suggestions for improvement of the School Improvement Plan. The council will review data, discuss strategies implemented, and evaluate progress made by students.

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 will provide the following necessary 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 to review student achievement data and assist in the development, implementation, and review of all required plans.

*The District Parent Liaison will provide train-the-trainer opportunities for Title I school-level parent contacts and school staff to enhance their abilities to present parental involvement information at faculty meetings and to integrate parental involvement into inservice training for school-based personnel during the 2014-15 school year.

*The LEA will review 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.

* Quarterly Title I parent contact meetings will serve as the main forum for sharing information. The Title I Coordinator and the District Parent Liaison will provide information and technical assistance to schools.

The LEA will provide a district-level parent liaison to serve all Title I schools. The Parent Liaison will meet monthly with the Title I Coordinator and the Parent Involvement Contact (SAC Presidents) at the schools. These joint meetings will serve as an avenue to facilitate communication and trainings. The District will provide train-the-trainer sessions to assist school-level parent contacts with parent training sessions in the following areas:

* The state's academic content standards and State student academic achievement standards;

* State and local academic assessments, including alternative assessments;

* How to monitor their child's progress and work with educators to improve the achievement of their child.

All of the activities will be structured to ensure a specific correlation to student achievement. Specifically, the MCSD will, to the extent possible, ensure that parental involvement activities:

*Include information on 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.

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	FDLRS	The District's Administrators for Teaching and Learning, ESE Coordinator, Title I Coordinator, and Florida Learning Diagnostic Resource Services (FLDRS), Gateway/Childfind Coalition collaborate as needed to coordinate resources and services for parents.
2	VPK	The Title I office and the VPK office will work together to coordinate transition programs for students entering the regular public school program. Activities include coordinated meetings with parents to discuss transitioning. VPK teachers and the Pre Kindergarten teachers will also meet with parents to discuss the specific learning needs of students.
3	Students with Disabilities (IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the students IEP.

4	Title II	Professional development will be provided to schools to support the needs of staff related to parent involvement.
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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: The MCSD Title I Coordinator and/or the District Title 1 Parent Liaison will meet quarterly with the District Parent Advisory

Council (DPAC) for input into the development, implementation, and evaluation of existing PIPs. As issues arise, the DPAC will work with the Title I Coordinator to resolve and improve the program. In March, the DPAC will begin the review of the existing PIP, analyze participation data, and revise the PIP as needed. The Title I Coordinator/Title 1 District Parent Liaison will gather and disseminate data related to the implementation of parent programs at the district and school levels. The DPAC will use the Title I Parent

Involvement Evaluation Toolkit in the development of the specific evaluation plan. The DPAC will provide input into the development of parent surveys. Surveys will be distributed in April. In early May, the DPAC will review the results and identify common areas of concern and barriers for greater participation by parents. The information will be used to revise the PIP and parental involvement activities.

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	Assessments discussed during individual conferences and "data chats".	Principals & instructional staff	SIT/RTI team will conduct individual conferences to discuss each child's assessment results, grade level expectations, and goals for the school year to design an intervention plan for each student.	August thru March	Conference notes, intervention plans, parent comments SIT/RTI logs
2	Reading Night Activities; face-to-face meetings	Title I Parent Liaison & District Home Bound Liaison	Content-specific sessions will be provided for parents. Information will include strategies parents can use at home to help their child achieve academic success.	September through December	Sign-in sheets, handouts, agendas, and presentation materials
3	Annual Title I meeting at each	Title I Coordinator/Title I	Parents will be provided information	Fall 2014	Sign-in sheets, handouts, minutes and parent input,

	Title I school in conjunction with the Sept SAC/PTO	Parent Liaison	on the Title I Program services		including surveys
4	October Parent Workshops	Title I Parent Liaison/ District Home Bound Liaison/Title I Migrant/ESE representative	Provide parents with FCAT specific information and strategies they can use at home to help their children achieve academic success	October 2014	Sign in sheets, agendas and handouts will be provided to parents
5	Update the district website	Title I Coordinator	Provide information to parents and stakeholders on School Grades, State Standards, Schedule of Assessments	Fall 2014	Updated Website : Website location is www.madison.k12.fl.us which the schedule of Assessment

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	Value of parental involvement: Newsletters will be distributed to teachers monthly that include information on the value of parental involvement and how to involve parents in the education of their children.	Title I Parent Liaison	Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement.	Monthly throughout school year	Presentation materials, copies of newsletters, sign-in-sheets, surveys/evaluations
2	Communicating and working with parents: Train the trainer	Title I Parent Liaisons	Parent liaison will be provided with a module to take back to schools in an effort to improve the ability of staff to work effectively with parents.	August thru May	Sign-in sheets, agendas, and presentation materials, surveys

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 into a brochure or an informational flyer that will be printed in English, Spanish, if feasible, and provided to all parents in the "Beginning of School Packet." This information will outline the major components of the policy and will offer to provide a hard copy upon request. In addition, hard copies will be available in the

office and the parent resource room/nook at each Title I school. The complete PIP will be posted on the district's website and linked from each Title I school's website. The district will ensure that an individual will be available to provide translation services in Spanish to the extent feasible, and with proper advance scheduled notice, at each Title I school. If other languages are needed, schools will send the material to the Title I office where local translators will be contracted to provide the translations to the extent feasible and necessary. The English Language Survey results will be used to determine the number and specific needs for translations into a language other than English. District and school personnel will run the Language Survey report at least quarterly to determine any changes based on fluctuations in student populations.

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	Anticipated Impact on 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 daycare services for parent trainings, etc.	Principals	Provide information to parents	Monthly, ongoing
2	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Train parents as leaders: Provide face-to-face training sessions with parents on the SAC to assist them in becoming effective parent leaders.	Fed Programs, Dir., ESE Coord.,	Improve the ability of parents to participate in decision making activities	Qtrly Ongoing
3	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	The district has created a DPAC composed of all Title 1 schools. The committee will be composed of a representative sample of parents including parents of migratory, ELL and ESE students.	Fed.Programs, ESE Coord., Parent Liaisons	Involve parents in their child's education.	Quarterly & continuous

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	Assessments discussed during individual conferences and data chats	10	152	Provide information to parents and stakeholders on School Grades, State Standards, Schedule of Assessments
2	Reading Night Activities; Face - to - Face Meetings	3	111	Provide parents with FCAT specific information and strategies they can use at home to help their children achieve academic success
3	Annual Title I meeting at each Title I school	6	135	Parents will be provided with information about the Title I Program
4	October Parent Workshops	6	45	Content specific sessions will be provided for parents, Information will include strategies parents can use at home to help their child achieve academic success
5	Update the district website	125	350	SIT/RTI teams will conduct individual conferences to discuss each child's assessment results, grade level expectations and goals for the school year to de

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	Parental involvement newsletters will be distributed to teachers monthly	9	150	Improve the ability of staff to work effectively with kparents by providing examples of best practices for parental involvement
2	Communicating and working with parents. Train the trainer sessions	2	30	Parent liasion will be provided with a module to take back to schools in an effect to improve the ability of staff to work effectively with parents

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	Time of meetings	Vary times of meetings
2	Childcare	Offer stipends and/or childcare
3	Language	Provide written materials in Spanish or provide an interpretor

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
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