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FLORIDA DEPARTMENT OF  
EDUCATION  
fldoe.org

Pam Stewart  
Commissioner of Education

December 04, 2015

Vicki Davis  
Calhoun County School District  
16651 SE River Street  
Blountstown, FL 32424

Dear Ms. Davis:

We are pleased to inform you that the Calhoun County 2015-16 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 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 contact Tony Graham via email at [Tony.Graham@fldoe.org](mailto:Tony.Graham@fldoe.org), or by telephone at 850-245-9893.

Sincerely,

Sonya G. Morris

SGM/tog

SONYA G. MORRIS, CHIEF  
BUREAU OF FEDERAL EDUCATIONAL PROGRAMS

## CALHOUN Title I, Part A Parental Involvement Plan

I, Ralph Yoder, 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.)

6/2/15  
Date Signed

# CALHOUN COUNTY SCHOOL DISTRICT

**RALPH YODER**

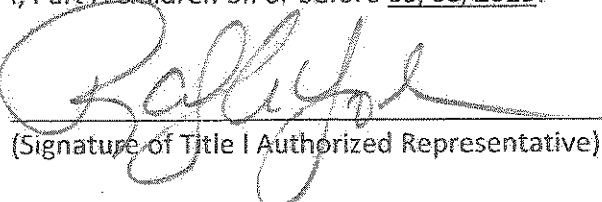
Superintendent Of Schools

20859 Central Ave. East, RM-G20 • Blountstown, FL 32424 • Phone: 850-674-5927 • Fax: 850-674-5814

## 2015-2016 LEA Parental Involvement Adoption Page

### Calhoun County School District

This policy was adopted by the LEA on 12/10/2015 and will be in effect for the period of one year through 06/30/2015. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before 09/08/2015.

  
(Signature of Title I Authorized Representative)

12/10/15  
(Date)

Provide evidence that the LEA PIP was developed with the input of parents and based on the evaluation of the previous year PIP.

Danny Ryals  
District 1

Kelly King  
District 2

Tim Smith  
District 3

Kenneth Speights  
District 4

Danny Hassig  
District 5

## CALHOUN Title I, Part A Parental Involvement Plan

I, Ralph Yoder, 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

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#### 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:** Calhoun County School District is committed to providing a variety of opportunities for parents to involve themselves in their child's education.

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### 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 Parent Involvement Council represents the Title I Schools for the purpose of providing direction, support, and development of the district Title I Parent Involvement Plan. The Council is comprised of one parent member from each Title I School Advisory Council (SAC). The members of the Parent Involvement Council provide input into the development, implementation and evaluation of all school related plans, including but not limited to the Parental Involvement Policy, LEA Plan, Title I, Part A application, School Improvement Plan and District Improvement and Assistance Plan. The School Advisory Council at each school participates in the development of the Title I budget and percent of allocation to individual schools including the one percent parent involvement set-aside.

The Parent Involvement Council meets at least annually in May. This meeting is used to discuss, write, and update the Parent Involvement Policy for the upcoming year. The Parent Involvement Council meetings will be documented including a combination of sign-in sheets, agendas, handouts, presentation materials, and minutes.

Parents are invited and encouraged to become active members of the SAC and provide input in the development of all plans related to school improvement. Parent, staff, and student surveys will be distributed each year and the results analyzed to evaluate school needs. Data collected throughout the year will be shared with each SAC.

Decisions involving the use of the one percent Title I funds reserved for parental involvement at the school level are made during the development of the School Improvement Plan by the School Advisory Council. Of the one percent, not less than 95% must be allocated to the Title I Schools. The LEA will monitor this process to ensure parents are involved.

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## 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 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.

The District Leadership Team consisting of the Assistant Superintendent, Director of Curriculum and Instruction and Director of Exceptional Student Education will meet with the School Leadership of each Title I school each June to review student achievement data and assist in the development and review of all required plans. Required plans are monitored by the school administration and District Leadership Team at quarterly staff meeting during the 2015-2016 school year.

The Assistant Superintendent, who is in charge of all Federal Programs, will review each school-level PIP to ensure compliance with all requirements of Section 1118. Plans are due by June 30 of each year. The activities included in each plan will also be reviewed to ensure they will provide meaningful opportunities for parents to become more involved in their child's education.

The Assistant Superintendent meets with the person at each school in charge of implementing their PIP once each semester. At these meetings the implementation of the plan is discussed as well as problems and barriers associated with specific activities. Assistance is provided as needed to ensure the successful implementation of each plan.

#### Timeline

District Leadership Team meeting beginning September 2015- Monitor Implementation of required plans

December 2015- Assistant Superintendent meets with PIP contacts to monitor implementation

April 2016-Assistant Superintendent meets with PIP contacts to monitor implementation

June 30, 2016-Revised PIP is due to the Assistant Superintendent for review

July 2016-District Leadership Team meets with school leadership to analyze data to develop required plans.

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### 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	VPK	The Title I office works with the VPK office to coordinate transition for students entering kindergarten. Activities include a spring meeting with parents and kindergarten teachers

		to discuss transitioning. VPK teachers and kindergarten teachers will also meet to discuss the specific learning needs of students.
2	IDEA	The Title I office works with the IDEA Parent Liaison to plan parent activities. Supplemental instructional support provided by Title I will be discussed with parents during the development of the IEP.

## 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 Title I Director working with the Parent Involvement Council will meet each May to evaluate the effectiveness of the Parent Involvement Plan. Prior to the meeting, parents from the Title I schools will be surveyed to get their insight on the barriers they may have experienced that prevented them from participating in parent activities, on the effectiveness of the parenting activities, and for suggestions of future activities to help parents help their child succeed academically. Parent participation data will also be reviewed.

The data will be reviewed and common areas of concern will be identified. The results of the data will be used to revise the Parent Involvement Policy 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)].

X 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	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Staff Development: The Value of Parent Involvement	Assistant Principal/Curriculum Coordinator	Improved Student Achievement	October 2015	Sign-in Sheets, handouts, agenda
2	Orientation-Effective teaching	Beginning Teacher Liaison	Improved Student Achievement	August 2015	New teachers communicate with parents frequently using

	and parent communication				conferences, telephone, email, notes home
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## 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 Parental Involvement Plan will be summarized into a brochure and provided to all parents in the "Beginning of the School Year Packet", to the extent practicable, in a language and form parents can understand. The brochure will outline the major components of the policy and will offer to provide a hard copy upon request. Additional hard copies will be available in the school office at each Title I School. The complete Parent Involvement Policy will be posted on the Calhoun County Schools website.

Calhoun County School District has fewer than 10 ELL students. Written communication will be provided for parents "to the extent practicable". Translators will be available, when needed, at parent meetings to ensure parents are able to fully participate in meetings. The English Language Survey results will be used to determine the number and specific needs for language translators. American Sign Language translation services and/or Braille translation will be made available as needed through the Exceptional Student Education department.

## 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 offered to help build the capacity of parents improve their children academic achievement [Section 1118(e)(1-2)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	NA	0	0	NA

### Staff Training Summary

Provide a summary of the professional development activities provided 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	Orientation- Effective teaching and parent communication	1	5	New teachers will communicate with parents frequently to student progress.

### Private School Summary

Provide a summary of the parental involvement activities provided 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 previous school year. Include the steps the LEA will take during the upcoming 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 conflict	The school will continue to look for ways to offer activities at times that parents can attend.
2	Too Busy	The school will continue to look for ways to offer activities at times that parents can attend.

### Best Practices (Optional)

Describe the parental involvement activity/strategy implemented during the previous school year that 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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