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January 4, 2016

Lila Udell Suwannee County School District 702 2nd Street NW Live Oak, FL 32064

Dear Ms. Udell:

We are pleased to inform you that the Suwannee 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, or by telephone at 850-245-9893.

Sincerely,

SONYO B. MONIO Sonya G. Morris

SGM/tog

SONYA G. MORRIS, CHIEF BUREAU OF FEDERAL EDUCATIONAL PROGRAMS

SUWANNEE Title I, Part A Parental Involvement Plan

I, Jerry A. Scarborough, 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

10/21/16



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2015-2016 LEA Parental Involvement Adoption Page

LFA or District Name: Suwannee County School District

This policy was adopted by the LEA on 10/27/2015 and will be in effect for the period of one year through 10/27/2016. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before 12/02/2016.

(Sign-acture of Title I Authorized Representative) (Date)

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

SUWANNEE Title I, Part A Parental Involvement Plan

I, Jerry A. Scarborough, 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: Suwannee County Schools will educate all students in a safe and supportive learning environment that will develop life-long learners and productive citizens.

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: Parents of students in Suwannee District schools will be invited to meet with the District Administrators regarding the development of the District Parent Involvement Policy/Plan. This invitation will be sent out through the schools' newsletters. In additional to this each school will be requested to recommend three parents to attend the meeting and assist in writing the District Parent Involvement Plan. Parents who will be included will be the District Parent Involvement Team (DPIT). Director of Federal Programs, Lila Udell will be responsible for this meeting. The first meeting will be held in Septemebr at Suwannee District school Board Office. Parents will decide on the meeting dates thereafter. Suwannee District Schools will take the following actions to involve parents in the process of school review and improvement under Section 1116 and 118 of the ESEA: School Advisory Council (SAC), Parents, and the Association of Parents and Teachers (APT) will meet monthly (Committee will decide) at each school site with the task of developing the Title I Plans and Parent Involvement procedures as well as convey to the parents their right to be involved. These meeting will involve parents in the following activities which include, but are not limited to:

- ·Reviewing and planning the improvement of school programs
- ·Providing information to parents on school-wide curriculum & assessments
- ·Meeting the needs of the school, the faculty, and the students
- ·Fundraisers for school needs (model classrooms, software, etc.)

The District Parent Involvement Team (DPIT) will meet as needed; however, there is an initial meeting in September, and three other scheduled meetings in January, March and May. These meetings will involve the parents in:

- ·Reviewing and improving the District Parent Involvement Plan and the Compact Agreement Form.
- ·Ensuring that the District Parent Involvement Plan is implemented
- Building capacity to ensure the effective involvement of parents, which include, but are not limited to:

Trainings, workshops and make & take workshop throughout the year for parents on assessments, Common Core standards, analyzing data, strategies in math and reading, homework help, etc.

The LEA will collaborate with FDLRS/Gateway and the District Student Services Department and other programs to assist with the above trainings.

Suwannee County School District will provide a District Parent Involvement Coordinator, 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 committee writing the Parent Involvement Plan is selected based on the racial make-up of the school. Many of the parents volunteer for this task and some are recruited by school Administrators. The decisions and input from the committee will be recorded in the minutes of the meetings as well as the parent surveys completed by parents in Title I Schools.

The District will:

- •Enhance awareness of faculty and staff at each school site on (1) how to involve the parents in a way that makes the parent feel as an equal partner in their child's academic success and (2) the significance of parents' influence on their child's academic success.
- ·Enhance awareness of faculty and staff at each school site on the importance of streamlining communication between home and school, ensuring, to the extent possible, that the information sent home is in a language and form that parents can understand.
- ·Provide schools with funds through Title I for materials to conduct trainings to help parents with their child's academic achievement. These funds are allocated based on the percent required for Parents Involvement through the Title I Grant.
- Schedule regular meetings with parents at each school site, encouraging parents to become an active participant in their child's learning process.
- ·Visit the school sites regularly to assure the policies and plans are being implemented.
- ·Provide information on literacy training available in Suwannee County and surrounding areas.
- Develop and disseminate a district-wide and school-wide calendar of Parental Involvement activities. To involve parents in the process of school review and school improvement and in determining how parental involvement allocation funds will be spent, the Suwannee County School District will: Utilize the information collected from the annual survey to review, evaluate & revise School Improvement Plans and strategies as well as Parent Involvement Plans. Identify barriers that prevent parents from becoming involved. This identification will be by careful perusal of local SAC participation(minutes, monthly discussions with principals, District Title I meetings, District Parent Involvement Team meetings, Community-School Forums, and surveys. Communicate the results of evaluations to parents. Involve Parents in identifying solutions to the barriers. Share district and school evaluation results with every school in order to build capacity.

Information to parents will be sent via: bookbag, newsletters, posted on School Websites,the school's marquee, Facebook, the local newspaper and Cable TV when possible.

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 Suwannee County School District will provide the following necessary coordination, technical assistance, and other support to assist schools in planning and

implementing effective parental involvement activities to improve student academic achievement and school performance: Develop and disseminate parent involvement workshop activities to assist parents in understanding the nature of the curriculum and how to help their child achieve(Open House parent resource center, parent newsletters, Parent resources on web-site). Provide content within the parent's desk reference to assist in student achievement, Parents-Right-To-Know details, etc.

School Level Parent Involvement Plans will be reviewed by the Assistant Superintendent of Instruction/Curriculum, the Director of Federal Programs, DPIT(District Parent Involvement Team) and the Parent Liaison during the month of November as a team and ongoing by the Department of Federal Programs taking the following actions: Require that the school improvement plan contains parental involvement strategies. Collaborate with school leadership to provide technical assistance regarding effective parent involvement activities. Provide opportunity for District Staff to attend local SAC meetings or Open House activities to present parent involvement information. Updates and progress of the Parent Involvement Plan will be reported by the school's Administrators during the monthly Principals and Directors meeting. Support for parent involvement activities will be provided through the District Parent Liaison.

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 II, and Title IV, Part A) [Sections 1118 (a)(2)(D)

and 1118(e)(4)].

count	Program	Coordination
1	Head Start	 Provide Reading Workshops in collaboration with FDLRS to Title I Schools, local Head Start, and other VPK Centers in the county.
2	Title I Part C	*Joint meetings with the Migrant Parent Advisory Council. *Coordinate with Title III and Title I Part C employees for translation purposes *Dissemination of information via bookbag, website, newsletters, local radio stations, cable TV, local newspaper, through the Faith Based Initiative, and phone master (in native language when feasible). *Support monthly workshops for Migrant & ELL parents (how to help their children be successful in school, life skills, how-to workshops for money management),
3	Title III English Language Learners	•Joint meetings with the Migrant Parent Advisory Council. •Coordinate with Title III and Title I Part C employees for translation purposes •Dissemination of information via bookbag, website, newsletters, local radio stations, cable tv local newspaper, through the Faith Based Initiative, and phone master (in native language when feasible).•Support monthly workshops for Migrant & ELL parents (how to help their children be successful in school, life skills, how-to workshops for money management
4	Title X	Dissemination of information via bookbag, website, newsletters, local radio stations, cable TV, local newspaper, through the Faith Based Initiative, and phone master. Parents & families are invited to Title I workshops and meetings
5	IDEA	•ESE Parent Liaison provides additional support to ALL parents; workshops, and home visits.
6	Title I Basic Part A	Provides additional paraprofessionals needed to assist students in Kindergarten classes and provide parents with materials to help Kindergarten students in the home.

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 Suwannee County School District will take the following actions 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 its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities with particular attention paid to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation regarding its parental involvement, and to revise, if necessary and with the involvement of parents) its parental involvement policies. The actions to be implemented are:

- ·Survey the parents at each school to get feedback and to evaluate the school and district parent involvement program.
- ·Include parent involvement questions in climate surveys
- ·Utilize the parent involvement on-line survey as well as providing a paper/pencil option
- ·Ensure forms are culturally sensitive to all backgrounds of parents
- •Each school advisory council will review and evaluate the parent surveys at the end of the year and utilize survey results for planning the subsequent years' project.
- •The District Parent Involvement Team (DPIT) will revise the former year's District Parent Involvement Policy as needed based on each school's evaluation.
- •The school and district will maintain documented proof (sign-in sheets, agenda) of discussion and opportunity for input regarding survey results.
- ·Make recommendations to each participating school for strategies in improving parent involvement for inclusion in the school improvement plans.

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)].

	Content and Type of Activity		Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	IMACAIRCA	Title I Coordinator & District Parent Liaison	Provides educational support, information and materials for parents to help their children at home	Ongoing	Survey
12	Parent Portal		One computer & printer at each elementary school for parent access (gradebook, educational resources, etc.)	Ongoing	Survey sign-in sheets, agendas and training materials
1.5	Parent Liaison	District Parent Liaison	The Parent Liaison will be available at the request of school administrators to provide workshops, assistance with parent conferences, etc.This year the	Ongoing	Sign-in sheets, agendas and training materials

		liaison will assist the schools with at least five Parent Workshops. Title I funds from the schools' budget will be used to provide the materials needed for these workshops.		
4	District Title I Annual Meeting	more; ensures that parents have an	i~ enriian/ x.	Evaluation of Meeting

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	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
	FOCUS. Training Teachers and parents how to track students data and increase the achievement level.	IT Director	Provide Support to teachers and parents	Ongoing	Parent Survey,sign- in Sheets,Agendas,Mintues
2	CHAMPS	Janene Fitzpatrick	A decrease in discipline referrals which will give students more time on task and increase learning.	Ongoing	Sign In Sheets,Surveys, Agendas
174	Florida Standards and the FSA	Janene Fitzpatrick	ensure that students make progress each year and graduate from school prepared to succeed in college and in a modern workforce.	Ongoing	Agendas. Sign In Sheets, Conferences
4	RTI	Janene Fitzpatrick and Elizabeth Simpson	Learning Gains	Ongoing	Agendas. Sign In Sheets, Conferences
5	Edivation and PLCs	Administrators	better teachers to	First Wednesday of each month	Agendas. Sign In Sheets
6	iReady Training		Learning Gains Increase in Math and Reading scores	Ongoing	Agendas. Sign In Sheets and 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: In order to ensure information related to the school and parent programs, meetings and other activities, is sent to the parents of participating children in an understandable format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand, the school district will take the following actions:

- Based upon need, the district will provide translation for documents, to the extent possible, for parents
- ·Utilize the District Parent Involvement Team to determine any expressed needs for format revisions to any district document.
- ·Provide translators at school events, as needed.

The LEA/Schools will provide Spanish Interpreters (paraprofessionals) at each school with 25 or more ELL students. The LEA will utilize the ESE Parent Liaison to provide trainings to parents who have children with disabilities. For parents who are unable to attend trainings the ESE Liaison will provide home visits. Information to parents will be sent and posted on the District/School Website in both English and Spanish if feasible. The LEA will monitor this by reviewing websites and requiring that a copy of all communication sent home to parents be kept on file and a copy be sent to the Office of Federal Programs.

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	Part A funds, if the	child.handouts on how to help with homework,read with your child,ways busy parents can	Parent Liaison upon the	The more parents know about how to help their children and apply this everyday in the home the better the achievement of the student.	Ongoing
2	parental involvement	needed for parent to attend a conference, workshops or other functions that involve	Principals and Title I Director	The greater the positive parental involvement at the school the great the achievement of the children.	Ongoing

	and training sessions [Section 1118(e)(8)];				
3	by arranging school meetings at a variety of times, or	home, or in the home, or as scheduled by the parent. Teachers will	principals, Title I Director, and Parent Liaison when requested	When parents are given the opportunity to come to the schools on their time, they are more involved in the education of their child and student achievement increases.	Ongoing
4	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	committee to include allcommunity-based organizations and businesses, including faith-based	Superintendent and his designees.	Community-based organizations, businesses, including faith-based, and parents who want to help in the school system will ensure the growth of student achievement.	Ongoing

Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan. <u>Uploaded Document</u>

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	Parent Resource Center	7		Provides educational support, information and materials for parents to help their children at home
12	Parent Portal	7	14	One computer & printer at each elementary school for parent access (gradebook, educational resources, etc.)
3	Parent Liaison	4	68	The Parent Liaison will be available at the request of school administrators to provide workshops, assistance with parent conferences, etc. This year the liaison will assist the schools with at least one Parent University Workshop. Title I funds from the schools' budget will be used to provide the materials needed for this workshop
4	District Title I Annual Meeting	7	89	Information to parents about NCLB, Common Core Standards and more; ensures that parents have an understanding of their child's educational process.

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
]	FOCUS. Training Teachers and parents how to track students data and increase the achievement level	7	203	Provide Support to teachers and parents
2	CHAMPS	2	92	A decrease in discipline referrals which will give students more time on task and increase learning.
3	Florida Standards and the FSA	1	85	ensure that students make progress each year and graduate from school prepared to succeed in college and in a modern workforce
4	Accelerated Math and Reading	2	45	Increase in Math and Reading scores
5	RTI	1	49	Learning Gains
6	Performance Matters	7	192	Support to teachers

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)]

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 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
3.1	attend meetings and workshops	Meet with them during little league football, baseball, dance, Blueberry Festival, Back to School Bash, dances, and other activities Football, baseball, dance, and other activities. provide more meetings so parents may be able to attend at least one.
1/	Parents do not feel Welcome in the schools.	Parents will be made welcome in the schools and given help in understanding that we must have a time on task plan but, they are needed to come and be involved in the academics of their child's education.
3	price of gas,children are involved	The District will continue to hold Community Meetings and hopeful get a Parent Involvement On Wheels to go to the Parents.
4	the schools	The District will continue to hold Community Meetings and hopeful get a Parent Involvement On Wheels to go to the Parents. We will also have short five minute information given during the pre-game time at sport events.
5	Parent Involvement Team expressed that more trainig is needed for parent on how to use websites for information.	The District will provide an updat on how to use FOCUS, post more information on Marquees and in the newspaper.

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