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FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org

Pam Stewart
Commissioner of Education

December 6, 2016

Dr. Felita Grant
Pinellas County School District
2499 25th Street South
St. Petersburg, FL 33712

Dear Dr. Grant:

We are pleased to inform you that the Bureau of Federal Educational Programs has received Pinellas County's 2016-17 LEA Parental Involvement Policy.

Please be reminded that the LEA Parent Involvement Policy/Plan must meet all of the requirements outlined in Section 1118 of the Elementary and Secondary Education Act. The LEA is also 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,

Sonya G. Morris

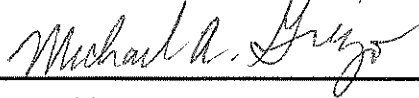
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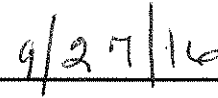
PINELLAS Title I, Part A Parental Involvement Plan

I, Micheal Grego, 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:

Involvement of Parents



Marva Johnson, *Chair*
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2016-2017 LEA Parental Involvement Adoption Page

Pinellas County Schools:

Pinellas

This policy was adopted by the LEA on 09/20/2016 and will be in effect for the period of one year through 09/20/2017. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before 11/04/2016.

[Handwritten Signature]

10-14-16

(Signature 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 previous year PIP.

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: Pinellas County has a Parent Advisory Council (PAC) composed of parent representatives from Title I schools and District Title I personnel. Each Title I school selects a parent and alternate to be a member of PAC. PAC provides input into the development, implementation and evaluation of the LEA Parent Involvement Plan (PIP), District Parent Survey, the Title I Part A application and use of Title I funds. PAC meets twice a year (September and April). Each Title I school is asked to select a parent to be a member of PAC.

At the September meeting PAC reviews the plans. Members are made aware of how to access the plans and how to obtain translation, if needed. Members are asked to disseminate information to their school's leadership team. Members are given information regarding the Title I program and application, as well as the purpose of PAC. The Title I Senior Coordinator for Evaluation presents the Title I Annual Parent Survey data. PAC also reviews the District Parent Survey data from the previous year, and provides suggestions and revisions for the administration of the parent survey.

The April meeting entails revising the plans and discussions of goals. Additionally, the data from the Title I Annual Parent Survey is presented and discussed. The information is utilized to drive the discussion and revisions for the LEA PIP.

Once the PIP is complete a copy is sent to FDOE. The input for the other plans is provided to the Title I Family Education Specialist.

The Title I funds reserved for Parent Involvement is allocated to Title I schools in Pinellas County, funds are set aside to support activities and materials for the Pinellas County School District's Title I Family Resource Center Library. Decisions regarding the use of the Title I funds set aside for Parental Involvement in the schools, will be made at the school level during the development of the School Improvement Plan and its budget. Parents of Title I students are involved in this process through the School Advisory Council (SAC) and other methods, such as surveys to gain parental input.

The Title I Family Education Specialist determines how the funds will be utilized at the Title I Family Resource Library based on parent library surveys, parents' and students' requests, and the need to replace materials.

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: Pinellas County School District Title I personnel 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 will be provided to our Title I School Administrators at our staff meetings held in August, January and May. Each Title I Principal will receive a Title I Handbook with procedures and policies. Additionally, new Title I principals will receive an additional half day training, as well as periodic help sessions, as needed.

* District Title I staff will share Title I information and parent involvement best practices with the members of the Parent Advisory Council(PAC); they will share information with their various school leadership teams and parent groups.

*The Pinellas County School District Title I Family Resource Center Library provides parent and child (K - 8) resources for check out. The resources include leveled books, math/reading games, manipulatives, adult resource books and various pamphlets. The center is open Monday -Friday, with extended evening hours on Monday and Thursday. The Family Resource Center Library is open to all families from Title I schools.

*The Title I School PIPs will be available at the schools by the end of September. The Title I Family Education Specialist will visit each Title I school to review and monitor the School's Parent Involvement Plan. Additionally, the Title I Family Education Specialist will review the schools' Title I Parent Station, to ensure that the various Title I plans are readily available, Parents Right to Know, the Compact, the Title I Parent Empowerment Toolkit, and additional pertinent information for families. Also, review the school's Title I Electronic Audit Box.

*The Title I Family Educational Specialist will update information on the Title I Moodle site and share best practices during Title I Technical Assistance meetings. Additionally, provide a timeline of important dates to help schools effectively plan.

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	Voluntary Pre Kindergarten	The Title I Family Education Specialist will work with Title I schools to coordinate transition activities for incoming children entering public school kindergarten. These activities will include: parent meetings to explain the expectations for incoming kindergarten students, classroom tours and how parents can help their students academically
2	Title III	In the Fall 2016, the Title I Family Education Specialist will disseminate contact information for the District's ESOL Department at the Title I Technical Assistance meeting to inform the Title I Contacts of the availability of translators to assist, facilitate, translate parent meetings/workshops/ and materials when needed.
3	Voluntary Pre Kindergarten	The Title I Family Education Specialist will identify 3 Pre Kindergarten sites to implement "Read to Me" Initiative, students will participate in read alouds and receive books to create home libraries. Additionally, parents will be given monthly activities to engage with their children based on the books' themes, in an effort to increase Kindergarten readiness

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 Pinellas County School District Title I will meet with the Parent Advisory Council (PAC), made up of parent representatives from Title I schools and District Title I personnel two times during each school year, September and April. During the September meeting the PAC will receive a copy of the LEA Title I PIP. The Family Education Specialist will lead a discussion on each section of the plan. Also, Title I School Administrators and PAC members will be asked to solicit information and input from parents, regarding the LEA PIP.

PAC will meet with the Title I Senior Coordinator for Evaluation to review and revise the Title I Annual Parent Survey, in order to gather information regarding the best day and best time of day for parent involvement activities, what areas do parents need to build their capacity, identify barriers that prevent parents from being involved at individual schools and countywide parent activities, and to determine if we are meeting the needs of our non-English speaking parents and disabled parents.

The Annual Title I Parent Survey will be available online at the District's website and Title I schools' websites, paper versions will be distributed to the schools for dissemination to the parents that request a paper survey. During the April meeting, the council will review and analyze the Annual Title I Parent Survey results. Additionally, members will review their schools' data in order to develop strategies and utilize best practices to promote increased and meaningful parent involvement, that will positively impact student achievement.

The Senior Coordinator for Evaluation and the Title I Family Education Specialist will also organize and conduct parent focus groups in order to gather parental involvement data, evaluate the effectiveness, as well as barriers of parental involvement and how to continuously build parent capacity to impact student achievement.

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	Develop and disseminate a Back to School parent guide	District office	Parents will be provided with information that will allow them to help their child be successful, the information will provide an opportunity to increase academic success.	August-September, 2016	Parents ability to use the information to assist their children
2	District Title I Family Resource Center Library/ College & Career Center	Title I Family Education Specialist	Students will become better and confident readers	August 2016 - June 2017	District Family Resource Library Student and Parent survey
3	Title I Family and Community Liaisons training to provide	Title I Family Education Specialist	Create an environment conducive to increased	September 2016 - June 2017	Workshop agenda, sign in sheet, participant surveys

	information and best practices to Family and Community Liaisons to develop positive rapport with parents, create school partnerships and family friendly schools		achievement for all students		
4	I Love Reading Initiative	Title I Family Education Specialist	Increase recreational reading time in an effort to promote increased reading proficiency	February, 2017	Increase in number families/schools participating in I Love Reading Event, survey
5	Parent Academy	PCS Office of Strategic Partnerships	Provide information and training for parents that will help promote positive learning gains and outcomes	October-May, 2016-2017 school year	Advertisement, Participants Survey and implementation of strategies

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	"Family Friendly Schools" training	Office of Strategic Partnerships Staff	Provide an increase in academic gains due to creating an atmosphere conducive to learning and home-family connections	October 2016 - May 2017	Parents reporting schools' climates are family friendly, Sign in sheets, agendas, and presentation materials, surveys
2	Title I Technical Assistance meeting and article with information about parental involvement will be posted on the Title I Moodle site	Title I Family Education Specialist and Title I School Contacts	Improve the ability of staff to work effectively with parents by providing examples of best practices for parental involvement, which will foster higher student achievement	August 2016 - May 2017	Staff meeting agendas, sign in sheets, survey results and copy of articles/materials
3	Title I Family and Community Liaison Workshop	Office of Strategic Partnerships Staff/Title I Family Education Specialist	Provide a positive school environment for parents and students, create strong community partnerships that will positively impact student academic progress	August 2016-June 2017	Agendas, Sign in Sheets, Participant Survey

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 Pinellas County School District Title I Parent Involvement Plan will be summarized in "Title I News" printed in both English and Spanish and made available to families. "Title I News" outlines the major components of the PIP; a complete copy of the LEA PIP will be made available upon request. In addition, the complete PIP will be available at the Title Parent Station. Upon request, the PIP will be translated to other languages, to the extent practical.

The school district will take the following actions to ensure that information related to the school and parent programs, meetings and other activities is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language that the parents can understand by:

-engaging the translators provided by the District's ESOL department to translate written documents into other languages, as practical, and to assist in oral translation for parent workshops/meetings offered by the District's Title I office and the individual schools.

-using alternative means to inform and communicate to parents such as School Messenger (a district phone and email system), district and school websites and school marquees.

-using the District's television channel (WPDS-Ch. 14) and PCS Newsroom to inform parents of activities related to parental involvement and student achievement, as well as to provide district and school information. The PCS Family Engagement phone App

-making information available in Braille, as requested, through the Office of Communication Disorders, and providing Sign Language Interpreters for the hearing impaired, along with providing summary of documents, or short sheets for limited literacy parents, as requested, and the LEA will provide reasonable accommodations as requested for parents with disabilities.

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	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	Establish Parent Advisory Council (PAC)	Title I Family Education Specialist	Increase the overall academic success of students	October and April, meets twice a year

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	Title I Family Resource Library	1	380	Increase overall academic success and foster a positive attitude about reading
2	Disseminate the Title I Parent Empowerment Toolkit to parents	1	80	Promote overall academic success in math, reading, and science
3	District Back to School Guide	1	100000	Provide an opportunity for students to meet educational standards
4	I Love Reading Day	1	50	Increase recreational reading time in order to promote increased reading proficiency
5	Parent Academy	3	550	Increase overall academic success of students

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	Family Friendly Schools	6	24	Create a family friendly school atmosphere that is conducive to learning
2	Technical Assistance Meetings	2	112	More students meeting educational standards and scoring proficient on assessments
3	CARE Strategies	1	26	Increase in the number of students demonstrating learning gains
4	Title I Connections Parent Outreach	1	16	Increase in overall student achievement
5	Adults Can Learn Too	2	26	Increase overall academic success of students

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)]

count	Content and Type of Activity	Number of Participants	Schools Participating	Anticipated Impact on Student Achievement
1	Celebration of Learning	420	26	Students will utilize academic resources (books and games) to increase their learning gains in math and reading

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 Schedules (economically disadvantaged)	Provide additional flexible meeting times and have materials available for parents that did not attend an event available for pick up or on the website
2	Childcare	Provide free childcare at all Title I meetings and events
3	Transportation	Conduct Title I meetings in nearby community centers and neighborhoods

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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