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FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org

Pam Stewart
Commissioner of Education

November 30, 2016

Ms. Leticia Roman
Volusia County School District
1290 Herbert Street Center
Port Orange, FL 32129

Dear Ms. Roman:

We are pleased to inform you that the Bureau of Federal Educational Programs has received Volusia 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,

A handwritten signature in cursive script that reads "Sonya G. Morris".

Sonya G. Morris

SGM/tog

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

LEA or District Name:

Volusia

This policy was adopted by the LEA on September 30, 2016 and will be in effect for the period of one year through September 30, 2017. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before September 30, 2016.


(Signature of Title I Authorized Representative)

10/21/16
(Date)

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


VOLUSIA Title I, Part A Parental Involvement Plan

I, James T Russell, 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


Date Signed

(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.)

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: Volusia County Schools LEA will collaborate with schools and the community to increase parent involvement in our student's education.

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 principal's parent nominations from each school will be used to recruit no fewer than ten parents to serve on the Title I District Parent Advisory Committee (DPAC). These parents, along with the Title I Parent Education Facilitation team, meet to develop, implement, and evaluate the Parent Involvement Plan (PIP) and the Title I parent survey. Each section of the PIP is reviewed by the DPAC. Documentation of parent input is recorded in meeting minutes and is used in the development of the PIP. The DPAC representatives act as a liaison between the DPAC committee and the Title I school community.

The availability of the PIP is advertised to parents through the district website and the Parent Handbook which is sent home to all families at the beginning of the year. Each school's PIP is posted on the Title I website. The LEA distributes LEA PIP Summary brochure to parents via student backpack. The LEA notifies parents about the "Parents Right to Know" requirement through the Title I Parent Handbook and the district website.

DPAC meetings will include discussion on how funds reserved for Parent & Family Engagement will be spent. The funds reserved for Parent & Family Engagement are used to provide a variety of activities or projects based on the needs of the schools. The LEA has allocated \$102,500.00 for district sponsored parent & family engagement activities. The budgeted items are as follows: 1) Parents-to-Kids Literacy Program (\$89,000.00), 2) Regional Families and Community Together (FACT) Fairs (\$4,600.00), and 3) Materials and Supplies (\$8,900.00).

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 provides technical assistance and collaboration with school leadership to ensure the ESEA Section 1118 requirements for the District and schools are met. The LEA staff is available for technical assistance to schools throughout the school year. At Title I Parent Liaison meetings, the LEA provides trainings to increase Parental involvement thereby improving the academic achievement of their students. The Parent Liaison meetings serve as a main forum for sharing information. The LEA also shares information through informal means such as school visits, e-mails, phone calls, publications, and postings on the Title I Parent & Family Engagement website. The LEA solicits suggestions for parental & family engagement activities from Parent Liaison and other school staff.

The LEA reviews each Title I school's PIP annually to ensure that each school's plan provides meaningful opportunities for parents to learn how to help their children academically and be involved in their education. The LEA monitors the implementation of the school's parental & family engagement program using the Annual Title I SharePoint Drive, the Title I Parent & Family Engagement Survey, and participation at school events.

The LEA provides other support for parent activities by funding a family literacy program (in English and Spanish). The LEA also provides four regional Families and Community Together (FACT) Fairs that provide families with both school resource information and community resource information. A main goal of these FACT Fairs is to support parents' ability to help their children academically. Faculty trainings are provided based on the needs of the school.

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	Head Start	Parent Education Facilitators (PEF) collaborate with Head Start Parent Involvement Coordinator to provide information to parents about how to assist their child academically. The LEA collaborates with Head Start in the development of the VCS FACT Fairs.
2	Title I, Part D	

		Parent Education Facilitators (PEF) invite all alternative schools and DJJ sites to attend parent programs held at public schools, district sponsored VCS FACT Fairs, and Parent Liaison meetings.
3	LEA, Title III, and Migrant	LEA collaborates with Title III and Migrant Services in the development of the VCS FACT Fairs and district activities. Title I attends both ESOL parent meetings and the migrant parent advisory meetings. Title I provides parents with additional information to assist parents with helping their child achieve academic success.
4	Title II	Parent Education Facilitators (PEF) invite all non-public schools to attend parent programs held at public schools. A non-public school meeting will be held in the spring to discuss NCLB, grants, and parent & family engagement.
5	Voluntary Pre-Kindergarten (VPK)	Parent Education Facilitators (PEF) collaborate with VPK to provide information to parents of preschool children at VCS FACT Fairs.
6	Title X Homeless	LEA collaborates with Title X in the development of the VCS FACT Fairs and the district activities. Title I provides parents with additional information to assist parents with helping their child to achieve academic success. Parent Education Facilitators (PEF) work with schools to support homeless students as needed.

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 District Parent Advisory Committee (DPAC) is designed to review the Title I, Part A set-asides for Parent Involvement, provide input to the district Parent Involvement Plan, and propose activities. The committee members will represent Title I schools and will report committee activities to their School Advisory Council (SAC) as well as to solicit feedback and input for proposed activities throughout the school year.

The Parent Education Facilitators and the District Parent Advisory Committee will conduct the yearly Title I Parent & Family Engagement survey, solicit feedback from parents/guardians. Results are incorporated into an annual evaluation to determine effectiveness of Title I Parent & Family Engagement programs. Paper surveys (English and Spanish) are sent home to families via student backpack during the month of May. Evaluation indicators include school environment, communication, flexible meeting times, school-parent compact, PIP, Annual Title I Meeting, Right To Know, Parent& Family Engagement activities, barriers and suggestions.

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	Parents-to-Kids Literacy Program	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Increasing parents ability to help their student(s) with literacy will improve academic success	September - May	sign-in sheets, evaluations pre/post assessment
2	Volusia County Schools Families And Community Together (FACT) Fairs	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Increase parent involvement and educate parents about curriculum and opportunities available to students to increase student achievement	October - April (four Fairs)	flyers, sign-in sheets, exit survey
3	Workshops and Trainings	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Provide parents with information thereby increasing student achievement	Throughout the school year	sign-in sheet, agenda, exit survey
4	Volusia County Fair	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Increase parents' knowledge of Title I resources thereby increasing student achievement	November	parent input cards

5	High School Showcase	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Provide parents with information thereby increasing student achievement	December	sign-in sheets
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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	Provide a toolkit to facilitate coordination of the Annual Title I Meeting	S.Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Improve the ability of staff to communicate effectively with parents to increase student achievement	August	parent input forms
2	Parent Liaison meetings to disseminate best practices related to parent & family engagement	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Improve the ability of staff to build effective parent & family engagement programming to increase student achievement	September, January, May	sign-in sheets, agenda, survey
3	Provide support/materials to facilitate the Parent-to-Kids Literacy Program	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Increase staff's ability to help families build literacy skills at home to increase student achievement	Ongoing	facilitator evaluations
4	Partnership with parents and community	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado	Improving partnership with parents improving school and home communication, positively impacting academic success.	Ongoing	sign-in-sheets, survey
5	ERPL	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado	Improving staff's ability to continuing education	Ongoing	agenda, exit sheet, service points

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: Full opportunities for participation in parent & family engagement activities will be provided for all parents, including parents with limited English proficiency, disabilities, and migratory children. Events, meetings, and trainings will be offered throughout the school year and will be scheduled to accommodate individual Title I schools' calendars.

Collaboration between Title I Parent & Family Engagement, the Migrant Education Program, and ESOL will be an integral part of the planning and presentation of the activities. The LEA plans to share information related to school and parent programs, meetings, school reports, surveys and other activities in an understandable and uniform format in a language parents can understand by utilizing LEA translators and bilingual staff when needed.

The LEA will publicize and advertise events and meetings for parents using communication methods such as school to home messaging system, flyers, press releases, brochures/handbooks sent home with students, school newsletters, school and Title I websites, school marquees, and calendars. Translation will be offered in other languages, as needed (for example, Spanish and Chinese). The LEA will use the Title I Parent & Family Survey to monitor that information is provided to parents and guardians in a

language they can understand. All schools/facilities are ADA compliant. Accommodations for families will be made as needed.

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	Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)].	Parents-to-Kids Literacy Program trains parents to help their children improve reading skills	PTK Facilitators/teachers	Improved reading skills to increase student achievement	September through May
2	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	District Parent Advisory Committee (DPAC)	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Parent input will increase parental involvement and student achievement	August and April
3	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	VCS Families and Community Together (FACT) Fair showcases school and community resources, workshops, and hands-on demonstrations that are valuable to Title I families.	S. Rees, N. Schouburgh, K. Thompson-Waller, I. Velado, A. Thompson	Improve the ability of parents to use school and community resources to increase student achievement	Four regional fairs annually, weeknights, 5:30-7:00 pm

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	Parents-to-Kids Literacy Program	24	224	To teach literacy skills to parents so that they can help their children become better readers to increase student achievement
2	Volusia County Schools Families and Community Together (FACT) Fairs	4	984	Increase parental involvement and educate parents about curriculum and community resources available to increase student achievement
3	Workshops and Trainings	10	350	Provide parents with information to help increase student achievement
4	Volusia County Fair	1	70	Increase parents' knowledge of Title I resources thereby increasing student achievement
5	District Parent Advisory Committee (DPAC)	3	43	Increased parental involvement improves student achievement
6	High School Showcase	1	60	Increase parents' knowledge of Title I programs/resources thereby increasing student achievement
7	PTA, Title 1, Parent & Family Engagement	1	3	Increase knowledge of Title 1 Resources and Parent & Family Engagement
8	Building Parent Involvement	1	32	Provide information on Parent Involvement best practices.

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	Provide a toolkit to facilitate coordination of the Annual Title 1 Meeting	1	55	Provide information to parents and receive feedback on Title I services to increase student achievement
2	Parent Liaison meetings to disseminate best practices related to parent involvement	2	45	Improve the ability of staff to build effective parent involvement programming to increase student achievement
3	Provide toolkit/materials to facilitate the Parents-to-Kids Literacy Program	1	38	Increase staff's ability to help family build literacy skills at home to increase student achievement
4	VCS and Stetson University: Working with Homeless and Highly Mobile Families	1	40	Increase staff knowledge and ability to meet the needs of homeless students and parents to increase student achievement
5	Building Parent Involvement	1	55	Provide information on building relationships with parents.
6	Poverty Homeless & Highly Mobile Families	1	28	Increase information on homeless families and resources.

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	Best Practices in Parent Involvement Workshop	3	3	Empower staff to use best practices to increase parent involvement thereby increasing student achievement
2	Non-Public Spring Meeting	12	12	Empower staff to use Title I resources to increase parent involvement thereby increasing student achievement
3	Regional FACT Fairs	3	3	Increase parent involvement and educate parents about curriculum and opportunities available to students through the school district and community resources thereby increasing student achievement
4		3	0	Parent input will increase parental involvement and student achievement

District Parent Advisory Committee (DPAC)		
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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 Schedule	Parental involvement activities are offered at flexible times
2	Lack of access to childcare	Use Title I funds to provide childcare
3	Transportation	Use title I funds to provide transportation
4	Time conflicts	Parental involvement activities are offered at varied times

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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