



State Board of Education

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December 12, 2014

Michael Homan
Levy County School District
480 Marshburn Drive
Bronson, FL 32621

Dear Mr. Homan:

We are pleased to inform you that Levy County 2014-2015 LEA Parental Involvement Policy/Plan (PIP) meets all of the requirements outlined in Section 1118 of the Elementary and Secondary Education Act.

Please be reminded that the local educational agency (LEA) is required to share the contents of the PIP 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 Wanda Young via email Wanda.Young@fldoe.org or by telephone at 850-245-0726.

Sincerely,

Sonya G. Morris

SGM/wy

SONYA G. MORRIS, CHIEF
BUREAU OF FEDERAL EDUCATIONAL PROGRAMS

LEVY Title I, Part A Parental Involvement Plan

I, Robert O Hastings , do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Assurances

- The LEA will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs consistent with Section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children;
- Consistent with Section 1118, the LEA will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118(b) of the ESEA, and each includes, as a component, a school-parent compact consistent with Section 1118(d) of the ESEA;
- The LEA will incorporate this LEA-wide parental involvement policy into its LEA Plan developed under Section 1112 of the ESEA;
- In carrying out the Title I, Part A, parental involvement requirements to the extent practicable, the LEA and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and to the extent practicable, in a language parents understand [Section 1118(f)];
- If the LEA Plan for Title I, Part A, developed under Section 1112 of the ESEA is not satisfactory to the parents of participating children, the LEA will submit any parent comments with the plan when the LEA submits the plan to FDOE;
- The LEA will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools, after equitable provisions have been provided to participating private schools;
- The LEA will be governed by the statutory definition of "parental involvement" defined in Section 9101 (32), and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition; and

Signature of Superintendent or Designee

(Note: If this certification is signed by a designee, then the letter authorizing this person to sign in place of the Superintendent must be included with this request.)

Date Signed

Mission Statement

Parental Involvement Mission Statement (Optional)

Response: The mission of Levy County Parent Involvement is to empower parents and guardians to be meaningful partners in their children's education by building partnerships between families, the school, and the community to enhance and value student success. (The word "Parent", as used herein, shall mean parents and guardians.)

Involvement of Parents

Describe the actions the LEA will take to involve parents in the following required policies/plans:

- LEA-wide parental involvement policy (PIP)[Section 1118(a)(2)];
- LEA plan [Sections 1112 (c)(H), 1112(d)(1)]; and
- How the funds reserved for parental involvement will be spent [Section 1118(a)(2)].

Response: The district has an active district advisory council made up of volunteer parents from each community who participate in the school based advisory council. The DAC committee is the working group that develops the district parental involvement plan. This group is comprised of parents from every Title I school in the district. They provide over-site of the district policy and practice. The Title I coordinator and her secretary are part of this group. This group is responsible for assisting the schools with writing their plans and working as a group to provide feedback and over-site to individual schools. Each year this committee begins a new district wide parental involvement strategy based on identified needs. We use the results of the meaningful parental involvement survey to determine what activities we will provide at the district level.

In addition the DAC parents committee assists the district with planning, evaluating and implementing school based parental involvement plans. Minutes are maintained for each meeting and reviewed before each meeting. This committee developed a parental involvement survey to assist us in deciding where we needed to work as a district and where each school needs improvement. The survey was back packed home with all students in all Title I schools and also made available on line for all parents of children attending Title I schools. The committee hand tallied the results of the survey and provides each school with the results from their school. In addition the committee looked at district wide trends in the data. This committee took the concerns with high percentages of negative responses as areas of district wide concern and developed a district plan of action. This same committee assisted in review of the district summary flyer for parental involvement to be sure it was in parent friendly language and easily understood.

Each school's parental involvement plan is reviewed by the DAC; schools are given specific feedback based on the scoring rubric with accolades and "would be a nice addition" comments. Schools are encouraged to use this feedback along with feedback they get at their SAC meetings to make adjustments to their plans for the next school year. School based plans and summary flyers must be uploaded to the districts Title I Parent Involvement Folder. All set aside Title I parental involvement funds are directed to schools. Schools use their district advisory council to determine use of the funds.

Educational activities are supervised by a pre-k teacher for children of parents who attend district advisory council meetings. District Title I funds provide a parent resource lab and also reimburse parents for travel to and from the district advisory meetings.

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: Parent Involvement plans were discussed at a title I principal meeting in the spring of 2014. At this time key elements of the plan were explained (requirements) and examples provided. In depth assistance was provided on the topics of Flexible Parent Meetings and Staff Trainings. There was discussion/question and answers provided on the topics.

The district conducts a parent survey on meaningful involvement. The district advisory council decided to revise the parent involvement survey for distribution. Parents will bring the survey to each school SAC and get input from parents and determine if any other changes/updates need to be made.

The results of this survey will provide valuable information to assist the district and schools in planning for parental involvement activities. The district will disseminate results for each school and evaluate patterns across the district. The committee provides schools with suggestions on how they can address the identified need. This will be done through a "Parent Involvement Technical Assistance and Resource Guide" that the DAC team will develop.

The district Title I Coordinator reviews all individual school parent involvement plans and provides written feedback. The District Advisory Council also reviews the plans and provides feedback in the spring as schools prepare to evaluate the current plan and write the new 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	IDEA -ESE	ESE parental involvement liaison, parent library, Bi-monthly parent meetings, Spring Agency and Community Resources
2	Migrant Education	Parent letters, parent make and take workshop, 5 week summer reading camp, Reading Nights
3	Title I	Meaningful parental involvement survey, results, next steps, District advisory council, district parental involvement committee, Parent Resource Lab, Flyers for NGSSS/Common Core, District Website, District Hotline
4	VPK	VPK parent conferences X 2 each year, VPK parent orientation, Make and take it workshops, school carnival, Spring round up, VPK website, Thursday night reading night,
5	Head Start	Parent orientation, open house, back pack information, parent meetings, fall festival, talent show, informational fair, volunteers in classrooms, participation in the district level parental involvement committee
6	Title III	ESOL Parent Leadership Council will participate in District Advisory Council Meetings

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: All schools are provided with an evaluation form. After each parental involvement activity schools are required to gather input from parents on the usefulness of the activity. At the end of the school year schools must submit a summary of the evaluation forms to the district Title I office. The evaluation provides the data to conduct a review of parental involvement activities and includes the percent of parents that participate, the type of activity, and the parents degree of agreement or disagreement with the following statements: The purpose was clear, the methods were appropriate, the material was presented in a clear and effective manner, the activity was well organized, the presenter was aware of the needs of this group, I gained some valuable information or abilities, I will use this information. The district parental involvement committee reviews the submitted documentation at the end of the school year. The committee works to identify barriers and best practices that are shared district wide. Each school is provided with feedback specific to their school concerning the three types of required Title I meetings. the review of each type looks at; (1)evidence of annual meeting,(2) evidence of flexible parent meetings offered, (3) evidence of meetings to review and improve school's Title I program, PIP policy, compact, acceptable percent of parents attending, invitations/notification method provided timely, several notifications made/variety of attempts made, meeting offer meaningful information, barriers to parents attendance identified. Results are used to help identify barriers and are provided to schools to assist with increasing meaningful parental involvement through more effective plans and activities.

Building Capacity

If the LEA plans to implement LEA-wide activities, describe the actions the LEA will take to build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Sections 1118(a)(2)(C), 1118(e)(1-14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Parent/Teacher Resource Lab-Parents are able to receive resources to help their child with homework, flash cards, academic gains, etc.	DAC	Tips for how to work with students will help parents to support thier children.	November 2014-April 2015	Parents are more informed on how to help their child succeed in school.
2	Title I Tips Flier	Michael Homan	With access to activities for home support students will have acaademic gains.	Lab is open every school day to parents	Evaluation of parents indicated effectiveness
3	Florida Standards and Parent Guide	Michael Homan	Increased awareness of expectations will enable students to perform better.	Fall of 2014	Informed parents will lead to success for students.

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	Sharing of "model" school practices of teacher trainings during 1-2 work sessions with school based parent involvement coordinators	DAC Committee/ESOL Parent Leadership Team	When teachers are able to better work with parents will increase student engagement and academic achievement	January 2015-May 2015	Increase the number of offerings for teachers on how to work with parents.
2	Detailed section in Technical Assistance Guide-to support schools in providing training to teachers	DAC and Title I Department	When teachers are able to better work with parents will increase student engagement and academic achievement	November 2014-May 2015	Increase in the number of students proficient on state assessments at all schools.

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 Title I Coordinator works with the Title III Coordinator to ensure Spanish translation for parents/guardians. We also have ESOL aides to provide interpretation and or translation in every school that has 15 or more LY students. The Levy County School board will take the following action to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents and guardians of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents and guardians can understand; Provide Spanish translation at Parent District Advisory Council Meetings, Student Assessment dissemination to parents provided in primary language, Spanish version of the Levy County annual "Check It Out" parent guide including, the district report card, parent checklist, explanation of meaningful parental involvement, State Assessment results, graduation requirements, invitations to join parent district advisory council, assessment schedules, highly qualified requirements, Spanish versions of NCLB requirements, Non-highly qualified notification, parents right to know letters, Ensure that communications with parents with disabilities are as effective as communications with other parents. Facilities are wheel chair accessible and those who are deaf or blind can be provided with accommodations through our exceptional education office. All information is provided on the district or schools website or the Skyward student data base for anyone who misses any face to face meetings or who enroll after the information was published or presented.

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	Timeline
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				Student Achievement	
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	Provide meaningful consultation between parents, district staff, and schools on all matters related to Title I parent involvement. Reimburse travel expenses of parents as well as provide childcare.	Michael Homan	Involved parents statistically have higher achieving students	monthly during school 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 provided during the previous school year designed to build the capacity of parents to help their children [Section 1118(e)(1-2)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	District Advisory Council	5	12	Increase in student achievement based on Florida State Assessment Scores.
2	Parent Teacher Resource Lab	1000	300	More resources in the home will increase student achievement.
3	Common Core Standards	1	4300	Parents and Students will have a better understanding of standards and will have increased achievement.

Staff Training Summary

Provide a summary of the professional development activities provided during the previous school year by the LEA to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118(e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Principal Parent Involvement PD	1	9	Increase in student achievement based on Florida State Assessment Scores.

Private School Summary

Provide a summary of the parental involvement activities provided during the previous school year for private schools implementing a Title I, Part A program [Section 1120(a)(1)].

count	Content and Type of Activity	Number of Participants	Schools Participating	Anticipated Impact on Student Achievement
1	Annual Title I Meeting	10	Vision Christian	Parents who are informed about Title I services will be better prepared to support their child in the home and thus increase student achievement on various assessments.

Barriers

Describe the barriers which hindered participation by parents in parental involvement activities during the previous school year. Include the steps the LEA will take during the current school year to overcome the barriers and design more effective parental involvement policies (with particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency, limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(2)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Scheduling conflicts	Use surveys and work with community groups before setting or

		developing schedules
2	Transportation	provide transportation
3	Information break down	Combine DAC meetings with ESOL Parent Leadership Group and provide all information in "parent" friendly language.

Best Practices (Optional)

Describe the parental involvement activity/strategy implemented during the previous school year the LEA considers the most effective. This information may be shared with other LEAs as a best practice.

(Optional)

count	Content/Purpose	Description of the Activity
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