

CLAY Title I, Part A Parental Involvement Plan

I, Charlie Van Zant, 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 School District of Clay County, recognizing parents as full partners in their child's education, will promote meaningful, two-way communication between the school and home and encourage active parental participation in programs, activities, and decisions involved in the education of their child.

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 group responsible for the development, implementation and evaluation of the LEA Parent Involvement plan is the District Parent Advisory Council, made up of representatives nominated by parents and school staff of all Title I eligible schools and participating private schools.

During the LEA meetings, the District Parent Advisory Council members will engage in developing plans to implement the six areas of parent involvement (communicating, parenting, student learning, volunteering, school decision making and advocacy, and collaborating with the community). Additionally, the PAC will review and provide input on the contents of the Title I part A Project application and the LEA Parent Involvement Plan. These plans will be placed on the various agendas when appropriate. Input from parents will be documented via agendas, minutes, content handouts, and attendance sheets from the four LEA Parent Advisory Council meetings that will take place in September, January, and April of each school year.

The process and involvement of parents in the development of required plans will begin with a District meeting to inform parents of the LEA's participation in the Title I grant and their right to be involved. Data from district reports, parent interviews, parent recommendations, surveys on the content and effectiveness of the LEA parent plan, are all common methods for generating input and gathering feedback from parents.

Recommendations for the expenditures of district funds reserved for parent involvement will be reviewed for input by the Parent Advisory Committee.

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 Director of Instructional Projects, the Supervisor of School Improvement, the District Curriculum Specialists and the individual school's Title I Lead Teacher will be responsible for providing technical support and facilitative leadership to help schools on the planning and implementation of parental involvement activities beginning with an orientation training in the fall, continuing with three to four school improvement workshops throughout the year and a spring professional development training.

Support will include training on enhancing the awareness of teachers, pupil services personnel, principals and staff on how to reach out to, communicate with, and work with parents as equal partners. Written guidance will be given to each school in the development of a school Parent Involvement Plan and school compacts as well as in the alignment of the plan to each school's School Improvement Plan.

The LEA will monitor the implementation of the schools' parental involvement program through frequent on-site visits by the Director of Instructional Projects, LEA approval of

expenditures, monthly review of evaluations of parent involvement activities and ensuring, to the extent possible, that information is sent home in a language and form parents can understand.

The Director of Instructional Projects or his designee, will review the school level parent involvement policies in the spring of each school year for the following school year for compliance with all requirements of Section 1118 Suggestions for revisions will be sent back to the school for final completion in coordination with the School Advisory Councils.

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	Title II, Title III, and ESE	Twice per month (every other Monday) the instructional division meets with all district instructional staff which includes issues of coordinating parent trainings and activities, evaluating student achievement data, and the collaboration of federal grants and programs. The articulation meetings also included the core curriculum area specialist, who will update the directors and supervisors on needs within each program.
2	Episcopal Children's Services (Head Start/VPK), Clay County Schools "Project Reach"	Establishment of joint meeting through the "Kids Coordinating Council" (5 times per year). The purpose of this council is to coordinate the delivery of education, psychological, social, medical, childcare and other related services; facilitate collaboration among community agencies for children and their families, assist agencies who serve Clay County's schools with program implementation 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: Response: An "Annual Survey of the Content and Effectiveness of the District's Parent Involvement Policies" will be conducted in February of each school year by the Director of Instructional Projects. The survey is sent to all PAC members. Additionally, open dialog and listening sessions will convene as a means for retrieving information and data related to topics of interest, and barriers. A careful analysis will be done to identify patterns that are potential barriers to parent participation in decision making related to parent involvement. Results will be used to adjust activities in current plans as well as for revisions to future plans. All findings will be compiled at the District Title I Office, and reported to the PAC for revisions, changes and/or deletion to the Parent Involvement plan. In September of each year the new parent involvement plan is reviewed at the first PAC meeting for fidelity and approval by the parents.

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	The LEA will convene a district-	Dir. of Instructional	Parent involvement plans and School Improvement Plans	September	The completion of an approved

	wide orientation for parents and schools covering the Common Core Standards	Projects & Curriculum Spec.	which meet the needs of students and parents are more likely to raise student academic achievement when there are strong, well articulated, meaningful, and effective plans in operation.		LEA plan.
2	Provide parents examples of lessons designed to elicit higher order analysis by students and give parents tips for reading with their children	Dir. of Instructional Projects & Curriculum Spec.	The increased levels of parent understanding of student data raises parent awareness of academic achievement and challenges necessary for improvement.	May	Favorable reviews from parent activity evaluations.
3	LEA facilitate training on successful parent involvement strategies (how to organize and implement best practices for parent involvement)	Dir. of Instructional Projects & Curriculum Spec.	Training provided to schools and parent in planning meaningful topics for parent involvement, such as Student Assessment, State Standards, helping children at home, and student progress are closely tied to closing the achievement gap among students.	Fall	Favorable reviews from parent activity evaluations.
4	The LEA will facilitate training on district web sources available to parents and students.	Dir. of Instr. Proj. & Curr.Specialist	Training provided to parents on available LEA web resources will allow them to help their children at home and increase their connection to the schools.	October	Favorable reviews from parent activity evaluations.
5	Volunteer Opportunity Day: set up trainings at schools, on a designated date to let parents know what are the ways parents can help at school	Dir. of Instr. Proj. & Curr.Specialist	Information to parents about volunteer opportunities at school may prove to be a powerful means of getting addition academic help to all students.	August - September	Favorable reviews from parent activity evaluations.
6	Increasing opportunities for parental input into programs and policies.	Dir. of Instr. Proj. & Curr.Specialist	Meaningful parent participation in school policies increases the likelihood that parents will get involved with their children's education.	January	Favorable reviews from parent activity evaluations.

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 additional training for school staff on the utilization of school volunteers. Conduct school forum on best practices for parent outreach. Parents may share with staff various	Guest Presenter & Title I staff	Parents and school personnel will be provided training to take back to schools in an effort to improve the staff's	August-September	Presentation Materials

	activities & strategies for supporting class activities(e.g. rocking readers, volunteer aides etc.)		ability to work effectively with parents.		
2	Provide training on effective school to home communication(Additional open house in the middle of the year which would highlight how parents have participated in school activities and identify what support is still needed. Conduct a parent drive for new parent volunteers during the open house	Director of Instructional Projects	Participants will increase their knowledge of developing strong volunteer programs involving the community on topics related to student achievement.	May	Handouts produced, Agendas, Activity Evaluations. Sign in sheets will be utilized

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 district's Title I program, ESOL program, Exceptional Student Support Services program, School based facilitators, and Homeless program will develop and offer parent workshops, trainings, and parental engagement activities in the native languages of parents with children attending Title I Schools. Materials for the workshops and parental involvement activities will be offered when feasible in both English and Spanish and facilitated or supported by the district's leadership staff of each program. The district's Federal programs director and staff will monitor schools to make certain that materials are provided in the appropriate language. Also, the district has access to the coordinator of the Migrant program who are speakers of other languages and available to interpret or translate for parents upon request, in English or Spanish.

The district and Title I Schools will provide free child care and snacks for all families attending school based and LEA sponsored parent involvement activities. At the conclusion of all training sessions participants are offered an opportunity to evaluate the workshops as well as provide feedback regarding their training needs.

Training may be offered at school sites mornings, afternoons, evenings, before, during, after school, and on Saturdays, as well as at community locations to accommodate the various needs of all families. All Title I schools utilize their school web sites, school marquees, phone home system, or prepare and send to parents newsletters, school correspondences, flyers, brochures, pamphlets, publications, notices, calendar of events, invitations booklets; books; literature; mailings; emails, and personal phone calls in a language appropriate to parents.

All district schools and offices have entrance and exit ramps to accommodate parents and students with physical disabilities including those in wheel chairs. Finally, a statement will be included in written or voice format via the appropriate communication modes

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	Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)];	Pay requested reasonable childcare expenses to conduct meetings with parents	Director of Instructional Projects and Title I schools	Increase opportunities for parent participation raises student achievement	Ongoing 2013-2014
2	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Offer night and day meetings	Director of Instructional Programs	Increase opportunities for parent involvement	Ongoing 2013-2014
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)];	Each school is providing parent volunteer training to match parents to classroom needs	Lead Title 1 Teachers	Increase opportunities for parent involvement	Ongoing 2013-2014
4	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	Convene LEA wide Parent Advisory Council Meetings	Director of Instructional Projects	Parents will learn strategies to enhance the involvement of other parents; participate in all matters related to parental involvement in Title I, Part A programs.	September, December

Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.

[Uploaded Document](#)

Evaluation of the 2012-2013 Parental Involvement Plan

Building Capacity Summary

Provide a summary of the activities provided during the 2012-2013 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	The LEA will convene a district-wide orientation for parents and schools covering the Common Core Standards	1	11	Parent involvement plans and School Improvement Plans which meet the needs of students and parents are more likely to raise student academic achievement when there are strong, well articulated, meaningful, and effective plans in operation.
2	Provide parents examples of lessons designed to elicit higher order analysis by students and give parents tips for reading with their children	1	22	The increased levels of parent understanding of student data raises parent awareness of academic achievement and challenges necessary for improvement.
3	LEA facilitate training on successful parent involvement strategies (how to organize and implement best practices for parent involvement)	1	11	Training provided to schools and parent in planning meaningful topics for parent involvement, such as Student Assessment, State Standards, helping children at home, and student progress are closely tied to closing the achievement gap among students.
4	The LEA will facilitate training on district web sources available to parents and students.	1	11	Training provided to parents on available LEA web resources will allow them to help their children at home and increase their connection to the schools.
5	Volunteer Opportunity Day: set up stations at schools, on a designated date to let parents know what are the ways parents can help at school	1	9	Information to parents about volunteer opportunities at school may prove to be a powerful means of getting addition academic help to all students.
6	Increasing opportunities for parental input into programs and policies.	4	75	Meaningful parent participation in school policies increases the likelihood that parents will get involved with their children's education.

Staff Training Summary

Provide a summary of the professional development activities provided during the 2012-2013 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	Provide additional training for school staff on the utilization of school volunteers. Conduct school forum on best practices for parent outreach. Parents may share with staff various activities & strategies for supporting class activities(e.g. rocking readers,	1	9	Parents and school personnel will be provided training to take back to schools in an effort to improve the staff's ability to work effectively with

	volunteer aides etc.)			parents.
2	Provide training on effective school to home communication(Additional open house in the middle of the year which would highlight how parents have participated in school activities and identify what support is still needed. Conduct a parent drive for new parent volunteers during the open house	2	16	Participants will increase their knowledge of developing strong volunteer programs involving the community on topics related to student achievement.

Private School Summary

Provide a summary of the parental involvement activities provided during the 2011-2012 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	Parent Advisory Council	1	Annuciation Catholic	Increase student achievement

Barriers

Describe the barriers which hindered participation by parents in parental involvement activities during the 2012-2013 school year. Include the steps the LEA will take during the 2013-2014 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	Limited English proficiency	Documents, newsletters, and invitations will be offered in parents' home language
2	Transportation to events	school staff will offer rides to parents who want to attend. Events will be held at various locations.

Best Practices (Optional)

Describe the parental involvement activity/strategy implemented during the 2012-2013 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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