

## HAMILTON ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Mr. Michael Pfeiffer, 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 school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

---

Signature of Principal or Designee

Date Signed

## Mission Statement

### Parental Involvement Mission Statement (Optional)

**Response:** Hamilton Elementary School believes that positive and continuous parent/family involvement is essential to student achievement and our students becoming productive citizens in the 21st Century.

## Involvement of Parents

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

**Response:** Hamilton Elementary School believes in involving parents and committed stakeholders in all aspects of its Title I programs. All attempts are made to solicit SAC members who represent the racial/ethnic makeup of the school population. Parents were asked to submit their names for nomination to SAC during August 2016. Families voted for the SAC members from a two-page selection. The School Advisory Council (SAC) has the responsibility for developing, implementing, and evaluating all school plans (School Improvement Plan -SIP and Parent Involvement Plan -PIP). More than 50% of the SAC members are parents. All meetings are advertised and open to interested parents/community members to attend. At our family engagement events, parents are given the opportunity to give input for improvement in building capacity and parent involvement. Our SAC members review this input for implementation. During the spring semester each year, parents are given a Climate Survey to complete. An end-of-the-year evaluation survey of all family engagement events are available online and at the last scheduled event. These responses facilitate the development of the next year's PIP and SIP. SAC reviews the results of these surveys to determine needed changes. During the SAC meetings when PIP and/or SIP are developed, the committee will decide how the Title 1 parent involvement funds will be used. All documents are available for a Spanish version upon requested. Recruitment of parents is ongoing through SAC, District Parent Advisory Council, Dividends Coffee, PTA, school newsletters, and each family engagement event.

## Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

count	Program	Coordination
1	Academic Parent-Teacher Team (APTT)	Parents of Grades PreK-5 will participate in three meetings throughout the year. These APTT meetings will connect academic foundational skills to the value of practice and good study habits at home. Parents will set 60-day SMART goals which will promote urgency, ownership, and accountability of their child's learning.
2	Kindergarten Orientation	All incoming kindergarten students are offered the opportunity to attend KinderCamp during the summer prior to entering Hamilton Elementary for the 2015 – 2016 school year. This activity introduces incoming kindergarten students and their families to Hamilton Elementary and orients students to the academic kindergarten curriculum. This opportunity is coordinated through Hamilton Elementary and SCPS Title I Department.
3	English Language Learners (ELL) Supplemental instructional support provided by Title I will be discussed	Supplemental instructional support provided by Title I will be discussed with parents during the development of a student's Language Education Plan (LEP) plan. ESOL teachers will coordinate with the classroom teachers and parents. Translators available upon request for parent-teacher conferences and APTT evenings. Notices for family engagement events provided in Spanish.
4	Individuals with Disabilities Education Act (IDEA)	Supplemental instructional support provided by Title I will be discussed with parents during the development of the student's Individual Education Plan (IEP). Student Study Team and teachers will coordinate.
5	Pre-K ESE, Early	Early Learning Center Pre-K and Hamilton Elementary Pre-K ESE will work together to coordinate transition programs for students entering regular public school program or an ESE program with inclusion in the regular education classroom. Kindergarten teachers meet with parents to tour classrooms and discuss specific learning needs of the students. Student Study Team holds transitional meetings with parents. The

	Learning Center	family engagement activities involving current kindergarten students will include coordination with Ms. Pam Clark at the ELC and the Pre-K classes.
6	Title X - Homeless (FIN)	Provide assistance in attending parent conferences and school activities; Needs assessments completed by school social worker in coordination with the FIN department
7	ESE PreK	Classes are a part of our campus. On-going support by guidance, school, psychologist, OT/PT, Speech/language pathologist are available as indicated by the student's IEP. Parents are included in all family engagement events at Hamilton.
8	District PAC	Parent representatives from the school participate on the Title I District Parent Advisory Council.

## Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop agenda, handouts, and/or presentation materials that address the required components.	Admin., Family Liaison, Teachers	Aug. - Sept. 2016	Copies of agendas, handouts, sign-in sheet, parent evaluation
2	Develop/publicize and disseminate invitations, Hamilton Parent/Student Event Calendar.	Admin., Family Liaison	Aug. - May 2017	Copy kept of date sent home
3	Develop sign-in sheets	Family Liaison	Aug. - May 2017	Sign-in sheets for meeting(s)
4	Maintain documentation	Admin., Home School Liaison	Aug. - May 2017	Title I folder located in Principal's office. Documentation will be shared with LEA Title I.
5	Develop updated school brochure to address Title I Annual Meeting info	Family Liaison	Aug. - Oct. 2016	Copy for every student; Available copies in front office
6	Review previous year's PIP	Family Liaison	Aug. - May 2017	Open House, Annual Title I Meeting, SAC meeting
7	Post Annual Parent Meeting on school web site.	ETF	Aug. - Sept. 2016	Reference to web site for new families
8	Provide a hard copy of Annual Title I power point in Title I binder located in front office.	Family Liaison	Aug. - Sept. 2016	Availability of hard copies in front office; Copies made upon request
9	Offer flexible meeting dates and times	Family Liaison	Sept. 2016; Jan. 2017; Mar. 2017	Sign-in sheets for the three meetings
10	Inform families via school newsletters - Title I Corner	Family Liaison/Administration	Aug. - May 2017	Updated Title I info for families - brochure, Title I Notebook, handouts, power points
11	Post dates on school marquee	ETF/Family Liaison	Aug. - May 2017	Upcoming meeting dates/sign in sheets
12	Post to school web site	ETF/Family Liaison	Aug. - May 2017	Updated info to school web site

## Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

**Response:** Hamilton Elementary has developed a Parent/Student School Event calendar based on the belief that all parents are welcome to participate in our school's educational activities. We offer a variety of times for parents to be involved (morning, afternoon, and evening). These informative, academic activities are offered by classroom teachers and administration. Parents will be involved in similar classroom activities of their child in order to develop an understanding of the Common Core standards that must be mastered. Home visits are made as necessary to involve/inform our parents about the student's academic progress. Spanish translators are available during the three APTT/Curriculum nights. Student activities are available during the APTT meetings while the parents meet with the classroom teachers. STEM activities, supervised by resource and special teams, provide fun, academic activities for the students. The Principal offers an open-door policy for parents to discuss concerns/progress. All parent involvement events are advertised in the calendar, Tuesday Folder, newsletters, web sites, school marquee and through Syner-voice (phone calls and/or email) and texting (Remind!) Since becoming a district-wide magnet school for engineering and technology, tours are available to visit specialized classrooms and peruse the engineering magnet curriculum (Engineering is Elementary.) The Title 1 Annual Meeting will be offered during the mornings of three days in the fall of 2016. Another Title I Annual Meeting will be held during the spring of 2017. The Academic Parent-Teacher Team Meetings are offered in the evening by clustering various grade levels. If a parent is unable to attend on the assigned evening, parents are invited to attend the following scheduled APTT night to meet with academic coaches to receive the instruction and practice materials. FSA Parent Workshops will be offered on two days in January 2017 at during the morning and at noon.

SAC meetings are held in the evening to accommodate the members' schedules. Child care and snacks are available for the children of the SAC members. The family liaison provides transportation for the parents to attend parent-teacher conferences and student study meetings as needed before, during, and after school.

## Building Capacity

Describe how the school will implement activities that will build the 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 [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Open House/Title 1 Power Point	Administration, teachers	Information provided on Title 1	August 2015	Evaluation survey
2	Annual Title 1 Meeting (3x)	Administration, teachers, music teacher	Presentation of last year's PIP and Compact for parental input; explanation of Title 1	October 2016	Evaluation survey
3	Dividend Coffee	Community Involvement Representative; Family Liaison	Parental Involvement as school volunteers and mentors	September 2016	Evaluation survey
4	Engineering Night	Magnet Coordinator; Family Liaison	Explanation of magnet curriculum	October 2016	Evaluation survey
5	Dads & Donuts/Reading Skills/Gifted Initiative Presentation	Administration; Reading Coaches	Improved reading skills by increasing parent involvement	October 2016	Evaluation survey
6	Moms & Muffins/Reading Skills/Gifted Initiative Presentation	Administration; Reading Coaches	Improved reading skills by increasing parent involvement	October 2016	Evaluation survey
7	Academic Parent-Teacher Team Meeting #1	APTT Leadership Team & Classroom Teachers	Improved reading foundational skills	September 2016	Evaluation survey
8	Awards Ceremonies (PreK-5)	Classroom Teachers & Administration	Academic information provided	November 2016	Evaluation survey
9	Academic Parent-Teacher Team Meeting #2	APTT Leadership Team & Classroom Teachers	Improved reading & math foundational skills	January 2017	Evaluation survey
10	Magnet Engineers Night	Science Coach & Magnet Coordinator	Hands-on EIE curriculum activities	January 2017	Evaluation survey
11	Magnet Engineers Night	Science Coach & Magnet Coordinator	Hands-on EIE curriculum activities	February 2017	Evaluation survey
12	Awards Ceremonies (PreK-5)	Classroom Teachers & Administration	Academic information provided to families	March 2016	Evaluation survey
13	Academic Parent-Teacher Teams	APTT Leadership Team & Classroom Teachers	Improved reading & math foundational skills	May 2017	Evaluation survey
14	Magnet Engineers Night	Science Coach & Magnet Coordinator	Hands-on EIE curriculum activities	May 2017	Evaluation survey
15	Awards Ceremonies (PreK-5)	Classroom Teachers & Administration	Academic information provided	May 2017	Evaluation survey
16	Kindergarten Open House - What is Title I?	Classroom Teachers & Family Liaison	Information provided on Title I brochure, PIP, and Compact	August 2017	Parent input for Compact
17	Annual Title I Meeting	Family Liaison & Admin	Review of brochure, PIP, and Compact	March 2017	Parent input for PIP and Compact for next year.

## Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Magnet - Cultural Competency Book Study	Administration	Understanding of the impact of culture on learning	August 2016 - May 2017	Correlation of culture and academic standards in the classroom
2	APTT Training	APTT Leadership Team	Strategies that connect home-school learning of foundational skills	Sept 2016 - May 2017	Data to indicate growth for foundational skills in math and ELA
3	Magnet Goals - Engineering, Technology and Integration	Administration	Integration of engineering in curriculum Improved % of proficiency and learning	Sept 2016 - May 2017 Aug. 2016 -	Improved problem solving skills

4	School Improvement Plan	Administration	gains	May 2017	Iowa and FSA scores
5	TAP Review	Teacher Representatives	Increased awareness of gifted characteristics	Aug. 2016 - May 2017	Increased number of students being served in the gifted and talented program
6	PBS	PBS Team Representatives	Improved positive behaviors - following the GEAR guidelines	Nov. 2016 - May 2017	Decrease in students having in-school suspensions
7	CTA Data Review	Administration	Identify lowest 25% and LGs	Nov. 2016; Mar. 2017	Plan appropriate interventions
8	Mid-Year SIP Review	Administration	Review SIP's goals	Jan. 2017	Review student data/grade level
9	Curriculum and Assessment	Administration	Overview of curriculum and assessment	May 2017	Planning for upcoming year
10	Title I Meeting for Faculty	Family Liaison	Increased understanding of what is Title I	October 2016	Explain to parents the definition of Title I and the rights of parents

## Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

**Response:** Create a family-friendly school - Hamilton Elementary School will encourage parents to volunteer for school activities, join SAC/PTA, and participate as Dividends. We will encourage student participation in our 21st Century Grant enrichment programs. These activities occur five days a week after school. The evaluation will be the activity logs on file with the administrator. Parent meetings will be offered three times during the school year for those participating in the 21st Century after-school program. Newsletters informing parents of the enrichment activities are sent home monthly.

Academic Parent-Teacher Teams program was rolled out for the school year 2015-2016. The data collected has shown an increase in attendance from Sept. 2015 - May 2016. Parents overwhelmingly supported the evening meetings to discuss their student's data, learn about the foundational skills being taught, create a 60-day SMART goal, and receive the educational materials needed to teach the goals. Family engagement efforts are aligned to district and school level achievement goals, and grade level learning goals are utilized to connect families to their child's academic progress. There are 3 meetings a year to build capacity of teachers and families to advance student achievement by linking home and school learning. Student activities are offered separately from the parent meetings. These activities involve STEM-themed stations.

The Parent Resource Center located at the Early Learning Center offers academic activities for families to checkout and use at home.

## Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

- Timely information about the Title I programs [Section 1118(c)(4)(A)];
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

**Response:** The Open House was held during preplanning (August 2016). Information concerning Title I was displayed in each classroom during the parent visits. During the Kindergarten Open House, a "What is Title I?" meeting was held in each classroom. The Compact (draft) was provided for parents to make any corrections or to ask any questions. At the annual Title 1 meetings in October 2016, Hamilton Elementary School will provide three opportunities for information about the Title I programs,

the curriculum, and assessments. Information will be given on how to meet with teachers for student conferences. An Annual Title I Meeting will be held in the spring of 2017. All parent engagement activities will be listed on parent/student calendar, website, newsletter, flyers, labels in student planners, marque, Syner-voice, and Remind! (text). Teachers will maintain sign-in sheets for all family engagement activities and provide a copy to the administration who will also maintain documentation on the dissemination of information, distribution methods, and timelines. A Tuesday Take-Home Folder will be provided to every student. This folder will include all upcoming events for building capacity of our parents. Copies of the PIP, SIP, Compact, and school calendar are made available in the front office. Academic Parent-Teacher Team (APTT) is a program that promotes the school-home learning on foundational skills. Grade level teachers communicate with the parent daily using the planner concerning homework, conferences, and any other concerns.

## Accessibility

Describe how the school 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 school 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:** Hamilton Elementary School will provide a brochure summarizing our PIP. It will be published in English and Spanish. This will be given to parents in the student's Tuesday Folder. In addition, there will be hard copies in our front office and on our school's website. A statement in Spanish will be written on all handouts informing parents that a request may be made for a Spanish version of the document. Our ESOL teachers (bi-lingual) will be available for translating as needed, especially on-site for the APTT Meetings #1, #2, #3 (Curriculum Nights) and the Annual Title 1 Meetings. For our families without transportation or a phone, home visits may be provided by the Family Liaison or Administrative Staff.

## Discretionary Activities

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

count	Activity	Description of	Person	Anticipated Impact on Student	Timeline
		Implementation Strategy	Responsible	Achievement	
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)]; and	Academic Parent-Teacher Teams - Literacy Foundational Skills per grade level	Teachers and Families	Literacy skills selected are aligned with the school achievement goals so that family engagement and parent-teacher partnerships become an integrated effort with the overall school improvement plan.	September 2016 - May 2017
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)];	Advertise to parents the opportunities to meet with Principal and/or Teacher to discuss academics, assessments, and policies.	Principal, Parents, Teachers, Family Liaison	Provide information to parents for student success.	September 2016 - May 2017
3	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Academic Parent-Teacher Teams (APTT)	Administration, Families, Teachers	Advance student achievement by linking home and school learning	September 2016 - May 2017

## Upload Evidence of Input from Parents

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

Uploaded Document

## Upload Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact.

Uploaded Document

---

## Upload Evidence of Parent Involvement in Development of Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

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

Uploaded Document

---

## **Evaluation of the previous year's Parental Involvement Plan**

### **Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Meet the Teacher/Title I brochure; Literacy Give-Away	3	429	Improved student achievement with increased parent involvement
2	Annual Title I Meeting	1	8	Improved student achievement with increased parent involvement
3	APTT #1	3	234	Improved student achievement with increased parent involvement
4	FSA Parent Workshop - Grade 3	1	19	Improved student achievement with increased parent involvement
5	FSA Parent Workshop - Grades 4-5	1	2	Improved student achievement with increased parent involvement
6	Winter Musical/Magnet Update	2	103	Improved student achievement with increased parent involvement
7	Dividend Training	1	2	Increased parent involvement
8	FSA Parent Workshop - Grades 3 - 5	1	6	Improved student achievement with increased parent involvement
9	APTT #2	3	318	Improved student achievement with increased parent involvement
10	APTT #3/Engineering Showcase	3	327	Improved student achievement with increased parent involvement

### **Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year 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	MTSS Training - Parent Conferencing	1	60	Improved identification of tiered students
2	Talent Development - Screening/testing process; Parent contacts	1	60	Identification of students for gifted services
3	Vertical Articulation	1	60	Improved student achievement
4	Thinking Maps	1	60	Improved student achievement with increased parent involvement
5	Book Study - Engaging Students with Poverty in Mind	1	60	Better understanding of school population and their families

### **Barriers**

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

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	limited literacy	phone call home; read aloud IEP-related paperwork
2	limited English proficiency	Spanish interpreters for conferences, curriculum nights, & home visits
3	Economically disadvantaged	Family Liaison will transport parents to the school site for conferences. Family Liaison will transport students who need to go home during the school day and the student's family is without transportation.
4	No transportation or phone	Home visits by Family Liaison or administration
5	limited English proficiency	Academic Parent-Teacher Team Meetings #1, #2, #3 - translator for each grade level

### **Best Practices (Optional)**



Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
1	Building Capacity of Parents	Academic Parent-Teacher Teams