Pinemount's Title I, Part A Parent and Family Engagement Plan

I, <u>Donna Darby</u>, 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.

Signature of Principal or Designee

Date Signed

Mission Statement

Parental Involvement Mission Statement

Response:

Pinemount Elementary is a united school community where learning is recognized as a lifelong process and education is the key to the future. A nurturing atmosphere is provided which challenges individuals to take risks in order to realize their potential. Together we are committed to the development of curious, well rounded, responsible citizens. The school's parent and family involvement program is a crucial component in achieving the mission.

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 Title I will be used (ESEA Section 1116).

Response:

Pinemount offers many ways in which our parents can become involved. Pinemount will offer the following activities for our families: Meet the Teacher, Open House, Title Annual Meeting, Parent Conference Evenings, Volunteer Orientations, PTO meetings, SAC meetings, Mornings with Moms, Donuts with Dad, and Family Reading Events. Information on dates, times, and activities will be sent out to parents through Pinemount Pipeline (school newsletter), informative flyers, the school marquee, the school website, Facebook, and School Messenger (call out system). Parents who serve on the School Advisory COuncil (SAC), form one of the entities of the school. Pinemount's SAC will also have input on the School Improvement Plan (SIP) and conduct a midyear review of purchases and data. The SAC members review and discuss strategies and activities for the SIP and for the Parent and Family Engagement Plan (PFEP). Parents are surveyed for input on activities, trainings, and material they need to help their children. Expenditure of the Parent Involvement Funds will be discussed at the SAC meetings and the use of these funds will support these activities. Documentation will be on the agenda of the SAC meetings, as well as participation logs, surveys, ans sign in sheets. Parent attendance for all activities will be reviewed and reported on at the SAC meetings.

Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent and family engagement 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 IV, and Title VI.

Response:

Our school offers opportunities for all of our families including but not limited to VPK, Pre-K Handicap, Kindergarten- 5th grades and homeschool parents to attend our parent involvement events. During these events we offer suggestions on ways parents can help their child become better readers and more proficient in math.

count	Program	Coordination
1	IDEA	Students are not excluded. Funding supports integration and coordination of parent involvement and activities that teach parents how to help their child at home.
2		Students are encouraged to attend parent teacher conferences and parent involvement events.
3	Title II	Title II coordinates with Title I to provide professional development for our instructional staff.
4	Title III - ELL Students	All ELL students are encouraged to attend all of our after-school events as well as any evening and morning school events.
5	Title IV	Funding provides students with a well rounded education including programs such as college and career counseling, STEM, arts, civics: Supports safe and healthy students with comprehensive school mental health, drug and violence prevention, and health and nutrition, along with supporting the effective use of technology.
6	Title V	Funding supports integration and coordination of parent involvement and activities that teach parents how to help their child at home.
7	Title IX - Homeless Education	Homeless students are offered the same events that all of are families are offered. We do not let lack of finances hinder these children from any activities.
8	Suwannee Valley 4 C's Head Start, Early Learning Coalition of FI. Gateway and community daycares.	Workshops for VPK and PreK daycare staff on what to expect in kindergarten and how they can assist in preparing the child for school.

Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequate Yearly Progress, school choice, 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)].

Response:

We hold a Title I Annual meeting twice a year to keep our families well informed of the programs and benefits offered to our students due to being a Title I school. We hold one of these meetings in the evening around 6:00 p.m. and one during the school day around 10:00 a.m. Offering two different meetings allows parent who work different hours the ability to attend. During the meeting we include a

power point which includes all of the above topics. We also have this information in a hard copy as well to pass out parents as they register.

count	Activity/Tasks	Frequency	Person Responsible	Timeline	Evidence of Effectiveness
1	Annual Title I Meeting (Title I program, Type of Program, School Grade, SPAR, School Choice, Rights of Parents)	2 times a year	CRT Title I Coordinator	September 2018 November 2018	Sign in sheets for Title I Annual Meeting will show an increase in parent and family participation information. Parent involvement surveys will show parent awareness of the Title I program.
2	School Newsletter (Title I Updates)	August September 2018	CRT Title I Coordinator	Monthly beginning August 2018	A copy of the newsletter will be kept and the sign in sheets from the event will be collected.
3	Title 1 Brochure	yearly	CRT Title I Coordinator	September 2018	A copy will be kept for documentation that it went home.
,	Advertise Title I Parent Notification Letters / Flyers/ Marquee	August September 2018	CRT Title i Coordinator		Flyer will be kept of advertising the event. Sign in sheets will be collected to prove event took place.

Parent Notifications

Describe how the school will provide each family with timely notification of their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

Response:

Parents will be sent home a notice about their right to request information on the professional qualifications of the student's classroom teachers and paraprofessional. This information will also be posted on our school webpage and included in our school newsletter, it is also available in the front office notebook.

Describe how the school will notify each family, in a timely manner, when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is out of field or does not meet the state licensure requirements.

Response:

Here at Pinemount Elementary School we send home a written notice to parents when their child has been assigned or taught for more than four consecutive weeks, by a teacher who is out of field. When a new student enrolls in our school this information is provided at the time of enrollment.

How will the school provide each family with an individualized annual report about the performance of their child(ren) on the State and Local assessment (ESEA Section 1116 - Florida State Statute 1008.22)

Response:

Each parent receives their child's FSA score report when made available by the state. If the FSA score are released over the summer when students are not in school then we utilize our School Messenger Call

Out program to notify parents that score are available for pick up. We also post that score are available for pick up on our marquee. If score have not been picked up by parent, then we send them home the start of the new year.

Local assessments results (iReady, FLKRS, Performance Matters) are all shared in a timely manner by printing the parent reports or by sending home Data Chat forms and is also shared at parent conferences from the compact.

Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and will the school provide, with Title I funds, transportation, child care, or home visits, as such services related to parent and family engagement [ESEA Section 1116].

Response:

Pinemount will offer a flexible number of meetings to offer parents a variety of times and days of the week to be an active member of their child's education. The school will also offer childcare for these meetings that are outside of the school day. The school will schedule meetings on different days of the week and times of the day to accommodate differing parent schedules. Printed materials will be available in the front office for any parent to pick up that is unable to attend. We can also send home materials for any parenting requesting additional activities. We provide child care at all after hours meetings.

Building Capacity

How will the school implement activities that will build the capacity for meaningful parent/family involvement?

Response:

Pinemount Elementary offers many different ways to include parents in the education process. We offer parent conference nights where parents can schedule one on one meeting with their child's teacher in a afterhours time slot. We also have Mornings with Moms and Donuts with Dad. Both of these parent involvement activities are scheduled first thing in the morning where parents have the opportunity to bring their child to school and eat breakfast with their child while being educated on ways they can help their child academically at home. We also offer several evening events throughout the school year. All of our teachers try to make parent contact in the first three weeks of school to also help build that relationship for positive parent and family involvement.

How will the school implement activities that will build relationships with the community to improve student achievement?

Response:

Pinemount Elementary School has a great reputation in the community. We partner with the Lake City Reporter to advertise the events held at school as well as send in pictures and write ups about the positive activities happening at our school. We provide a food backpack program where a local church donates food and we make food bags for 19 different needy families in our school. We send home community notes in our students book bags to advertise happenings in the county. We partner with United Way with the Reading Pals program. This program allows for volunteers to come in and read with our kindergarten students. We also have guest readers from the community come during Celebrate Literacy Week.

How will the school provide materials and trainings to assist parents / families to work with their child to improve their child's academic achievement?

Response

Here at Plnemount everytime we have a parent involvement event we try to send the parents home with some kind of activity that the parent can continue working with the child at home. We offer cold read practice, flash cards, math games, fluency practice, comprehension question stems, and take home books. During the summer we also send our students home with some summer slide materials. We also have a Parent Resource Room where it is outfitted with many educational games and activities that parents can check out and use with their child at home. We also offer Family Reading Events every Monday to allow parents the opportunity to utilize our school's Media Center to check out books and use the computers.

How will the school provide other reasonable support for parent and family engagement activities? (ESEA Section 1116).

Response:

We will send pictures and write ups about events happening at our school to the Lake City Reporter (local newspaper) to keep the community involved in school activities. We also post important events on our sign to keep the town informed. We also reach out to our school business connections to assist with various activities. We also invite area businesses to come in and assist with community awareness.

List of Activities

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Open House	Grade Level Teachers	Providing grade level expectations to parents will increase student achievement	September 2018	Increased knowledge of grade level expectations
2.	Title I Annual Meeting	CRT	Provides parent the opportunity to become aware of the state and federal requirements regarding their child's educational rights.	September 2018	Increased knowledge of the Title I program.
3.	Family Reading Time	Media Specialist	Extending the hours of the media center will allow the opportunity to read with their child which will increase achievement in ELA.	Weekly	Increase student achievement in the ELA assessments.
4.	Planners and Communication Folders	Classroom Teachers	Expected parent/teacher communication keeps parents informed about their child's education and will increase student achievement.	Daily and weekly	Planners and communication folders will be signed by parent.
5.	Volunteer Orientations	CRT	Increased student achievement by having parents active in their child's education.	ongoing	The amount of time volunteering will sow an increase of 5% from the previous year.

6.	Reading Pals	CRT	The students will improve their reading skills due to extra support from the Reading Pal.	weekly	The students will show an improvement in their reading skills by moving through sight words and eveled books.
7.	Kindergarten Orientation	Kindergarten teachers, CRT, and administration	Increased student readiness and achievement in kindergarten by informing parents of the kindergarten expectations.	April 2018	Participation indicated by a sign in sheet.
8.	Cold Read University	Classroom teachers	Students cold read scores will increase as the parent learns how to better instruct on cold reads at home.		Increased student achievement in the ELA assessments

Staff Development

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, and other school leaders and other staff with the assistance of parents / families in the value and utility of contributions of parents and families?

Response:

Pinemount Elementary hosts a professional development every year to assure that our teachers and support staff are educated in the proper way to communicate with parents. We model ways to have a productive data chat with parents and with the student. We also model ways to offer assistance to parents and to direct parents to check out our Parent Resource Room to check out materials to help their child at home. We also model ways to utilize parent volunteers in the classroom.

List of Activities

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	effectively use	CRT Instructional Coach	Increased student achievement	2018	Increased volunteer hours as indicated by volunteer sign in logs
2.	better	CRT Instructional Coach	Increased student achievement due to stronger teacher-parent relationships	Septemb er 2018	Sign In sheet for PD

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Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other staff with the assistance of parents / families, in how to reach out to, communicate with, and work with parents / families as equal partners?

Response:

Pinemount Elementary offers Learning Communities to assist teachers and support staff in ways to communicate with parents and families. We offer these PD at the beginning of the year and then again right before Parent Conference Nights.

List of Activities

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Community PD	CRT Instructional Coach	With increased parent support and attendance at parent involvement activities our students will have an increase in reading and math skills.	August September	Increased parent volunteers and positive student growth based on parent being more involved in the school.
2.	Class Dojo	Donna Darby	Provide daily communication with parents	all school year	Increased parent communication will give positive feedback on parent surveys.

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other staff with the assistance of parents / families, in implementing and coordinating parent / family programs, and in building ties between parents / families and the school?

Response:

Pinemount shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parent and the school.

List of Activities

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1.	Teacher Parent Conference Training	CRT/ Teachers	Increase in student achievement and increase in parent understanding of classroom expectations.		Positive results on Title 1 Survey.

2.	Planning Curriculum Nights based on parent and student needs.	CRT/ Media Specialist/ Faculty and Staff	Increased parent understanding of grade specific expectations and ways that parents can help their children at home in order to increase student achievement.	Sept-Ma y	Positive results on Title 1 Survey. Sign in sheets and evaluations.
3.	Planning Data Chats	Teachers	Increase in student achievement and an increase in parent understanding of classroom expectations, and their student's progress.	Oct-April	Increase in Compacts signed and Conferences held during each semester.

Other Activities

Describe how other activities, such as parent resource centers (rooms), the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children [ESEA Section 1116].

Response:

Pinemount Elementary is always willing to support parents and families in ways to engagement in the education of their children. We have a parent resource room that we offer to parents to check out materials during every parent involvement activity. We also write a blurb in the Pinemount Pipeline encouraging parents to utilize the materials. At parent teacher conferences the teachers also encourage the parents to stop by and check out materials. At Step-Up Night we offer Summer Slide folders which include materials that parents may use to help prepare their child for the next school year.

List all activities that will be implemented:

1.	Parent Resource Room is available for parents to check out materials to assist the education process at home.
2.	Step Up Nights- This event is to inform the parents of the expectations for the next school year and provide resources to assist the parents in education during the summer.
3.	Open House- This event is for parents to see the curriculum that the teachers are using in their classrooms and to become familiar with ways they can assist their child at home.
4.	Reading and Math parent involvement events- These event are to assist the parents in ways that they can better support their child at home.
5	Family Reading Events are offered every Monday afternoon for all parents to come and read with their child in the media center and take AR tests.

Communication

Describe how the school will provide timely information about the Title I programs?

Response:

Pinemount Elementary will send home monthly newsletters to let parent know the events that are taking place and how they can get involved. We will also send home flyers of particular events detailing the when and where if the event. We will also use Class DOJO to get more information out electricionally as well as our closed Facebook page. We will also use our electric sign to advertise our parent involvement events and keep the Google calendar up to date on our webpage.

Explain how the school will describe and explain the curriculum of the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?

Response:

We will hold parent conference night where our parents can come and get the latest data from their child's local assessments. We will hold these data chats with our students and then with our parents at the parent conferences to make the parent aware of the score the student made on the iReady assessments and the state FSA. We will also hold a 3rd grade Parent Reveal Night that parents may see the score their child received on their mock FSA. Our third grade students will take a mock FSA. Our parents will be invited to come to school one evening and see how their child performed on the mock test. The teachers will share information about testing and the expectations during the test. The teachers also address any questions that our parents may have.

Explain how, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children?

Response:

Our teachers hold at least two parent conferences per school year with their students' parents. We will schedule more conferences if needed throughout the year to help promote student success. We also hold several parent involvement events to assist parents in a better understanding of the curriculum and to provided extra resources to assist parents. We also hold weekly Family Reading Nights to allow parents the opportunity to come and read books in the media center with their students to promote the love of reading.

Explain the process the school will use to submit parents / families comments if the schoolwide plan is not satisfactory to them (ESEA Section 1116)?

Response:

Our district sends out a count wide school survey that gives the parents the opportunity to voice any concerns that they may have. Our principal and CRT also have an open door policy that allows parents to express their concerns. We as a lead team analyzes the data from the surveys to see how we can improve our school. We strive to make everyone feel as though their child's education in important and the needs of all individual students are met.

Accessibility

Describe how the school will provide full opportunities for participation in parent / family engagement activities for all parents / families?

Response:

Here at Pinemount we offer family engagement activities on various days of the week as well as various starting times. We traditionally held most event in the evening to accommodate working parents. Over the last few years we have also offered events in the morning to accommodate parents who work non-traditional work hours. We send out a survey at the end of each school year to poll our parents on the best days and time for them. We use this data to schedule our parent involvement activities. We also have folders that include the information from the meeting for parents that could not attend the event.

Describe how the school will share information related to school and parent / family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents / families can understand?

Response:

At Pinemount we send out monthly school newsletters to keep parents aware of the events going on around the school. We also use this newsletter to get out information to parent. We use the School Messenger (call out system) to let parents know when tests score are available for pick up and to let parents know our school grade. We use this messaging system to also remind parents of events that are going on. We always advertise out SAC meetings to offer all parents the opportunity to be involved in the decision making of the school.

Discretionary Activities

Discretionary School Level Parental and Family Engagement Policy Components

Will the school provide any activities that are not required, but will be paid for through Title I, Part A funding (for example, home visits, transportation for meetings, activities related to parent / family engagement, etc.)

The school parent and family engagement policy may include additional discretionary activities that the school, in consultation with the parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement.

List all activities that will be implemented:

Count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1.	participation in their children's education by arranging school meetings at a variety of times, or conducting home	School Meetings will be offered on a variety of days and times in order to accommodate parents' schedules. When needed at-home conferences will be scheduled to accommodate parents that are not able to come to the school.	CRT, Teachers, Principal	Informed parents will increase student achievement.	ongoing
2.	for community-based organizations and businesses, including faith-based	Pinemount Elementary partners with the PTO to bring volunteers into the school and create opportunities for family involvement and engagement. We also partner with the Boy Scouts of America, they hold meetings at our school.	CRT, Principal, Faculty and Staff	The more involved the parents become, the greater impact on student achievement.	ongoing

				
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Barriers

Describe the barriers that hindered participation by parents during the previous school year. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents / families who are disabled, have limited English proficiency, have limited literacy, and parents / families of migratory children)? [ESEA Section 1116].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
l'I	Parents' work schedule interferes with attending parent workshops.	We will offer our events on different days and at different times to help accommodate all all of the parents.
2.	ELL and migrant families that do not speak English do not feel comfortable coming to the school	The school will assist in providing translators when able to bridge the communication gap. We will also provide all of our school communication to go home in the families native language when able.

Supply Evidence of Input from Parents

Note: As an assurance of the school-level parent and family engagement plan, each school shall involve parents of children served in Title I, part A in decision about how Title I, Part A funds are spent.

Upload evidence of how parents were involved in making decisions in the FA399 folder.

Supply Evidence PFEP Plan was Jointly Developed

Note: As an assurance of the school-level parent and family engagement plan, each school shall jointly develop/revise the PFEP with parents and made available to the local community.

Upload evidence of how the plan was jointly developed in the FA399 folder.

Supply Evidence Planning, Reviewing and Improving the Schoolwide Plan

Note: As an assurance of the school-level parent and family engagement plan, parents and families are to be involved in planning, reviewing and improving the schoolwide program plan

Upload evidence of how parents were involved in planning, reviewing and improving the schoolwide program plan in the FA399 folder.

Supply 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.

Supply 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.

Upload evidence of parent input in the development of the compact in the FA399 folder.

Evaluation of the previous year's Parent and Family Engagement 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.

Content and Type of Number of **Number of Anticipated Impact on Student** count **Activities** Activity **Participants** Achievement Title I Annual Meeting 67 Greater student gains Family Reading Parents who make the effort to Events come in and read with their child 24 192 will increase in their reading achievement. Parent Teacher Informed parents should reflect 475 475 3. Conference higher student achievement. Nights FSA Reveal Night Increased student achievement as indicated from student data. 22 4. Increased parent understanding of strategies to use at home. SAC Meetings Building parental capacity and awareness of the Title I Schoolwide 5. 35 programs and their function in the school will increase student achievement. Award Ceremonies Building parental capacity 21 1013 6. increases student achievement. Increased parent involvement should reflect in higher student 17. Volunteer Orientations 166 achievement. Title I Brochure Student achievement will increase by building capacity of parents' 8. 21 498 understanding in ways to help their child through the different Title I programs offered at school. **PTO Meetings** Building parental capacity 9. 51 increases student achievement. Morning with Mom Parents that show an active role in 10. 214 their child's education will increase the students' success.

11.	Dad's Day Breakfast	1	273	Parents that show an active role in their child's education will increase the students' success.
12.	Open House	1	258	Increased student achievement as indicated from student data. Increased parent understanding of school expectations.
13.	Step- Up Night	1	68	Increased student achievement due to parents being more aware of grade level expectations.

Staff Training Summary

Provide a summary of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, and other school leaders and other staff with the assistance of parents / families in the value and utility of contributions of parents and families?

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1.	Positive Parent Notifications	481	27	Building connections between home and school increases student achievement.
2.	Welcome Dojo post to parents	27	385	Building a positive relationship between home and school will increase student achievement

Provide a summary of the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders, and other staff with the assistance of parents / families, in how to reach out to, communicate with, and work with parents / families as equal partners?

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Volunteer Training and data chats with Parents Modeled	2	35	Positive parent relationships between school staff and parents.
r)	Positive Front Office training	1	4	Creating a safe and welcoming environment will foster a strong parent and school community.

Best Practices

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective.

count	Content/Purpose	Description of the Activity		
1.	Mom's Morning	This event we invited moms to come in and eat breakfast with their child and take part of a great read aloud with questioning method modeled.		
2.	Dad's Day	This event we invited fathers to come to school and eat breakfast with their child. We had a motivational speaker speaking about the important role they play in their child's life. We modeled a read aloud with questioning modeled.		