

**Charlotte County Public Schools
Title I Parental Involvement Plan
2009-2010**

In support of strengthening student academic achievement, each local educational agency (LEA) that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy that contains information required by section 1118(a)(2) of the Elementary and Secondary Education Act (ESEA). The policy establishes the LEA's expectations for parental involvement and describes how the LEA will implement a number of specific parental involvement activities, and is incorporated into the LEA's plan submitted to the Florida Department of Education (FLDOE) as required in Section 1112(b)(P) of ESEA.

Assurances

By my signature on this policy, I hereby certify that the LEA will comply with the requirements of the ESEA and agrees to implement the following statutory requirements:

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 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 include, 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 FLDOE;

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 school, after equitable provisions have been provided to participating private schools;

The LEA will be governed by the statutory definition of “parents” and “parental involvement” defined in Section 9101 (31-32), and expects that it’s Title I schools will carry out programs, activities, and procedures in accordance with this definition; and

The LEA will inform parents and parent organizations of the purpose and existence of both Parent Information and Resource Center(s) (PIRC) in the state.

2009-2010 LEA Parental Involvement Policy

Parental Involvement Mission Statement (Optional)

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1. Describe the actions the LEA will take to involve parents in the following required policies/plans:
 - LEA-wide parental involvement policy [Section 1118(a)(2)];
 - LEA plan [Sections 1112 (c)(H), 1112(d)(1)];
 - School review and improvement under Section 1116 [Sections 1118(a)(2)(A), 1116(a)(1)(D), 1116(b)(3)(A)]; and
 - How the funds reserved for parental involvement will be spent [Section 1118(a)(2)].

The LEA utilizes the District SAC Committee, comprised of parents from Title I schools representative of the school’s demographics, district and Title I school administrators, the Coordinator of State and Federal Programs and the Parent Involvement Supervisor to develop, implement, support, and review the Student Success Plans, the District Parent Involvement Plan and schools’ Parent Involvement Plans, SINI (School in Need of Improvement) Plans and funding related to these plans. Parents are encouraged and invited to participate in all levels of district and school planning.

Parents are notified of opportunities to participate on this and other planning committees through the Parent Guide, school newsletters, school and district websites, through PTO and SAC membership, letters sent home and invitations from administrators.

Parental input regarding plans is documented through the annual Title I Parent Survey Report and the District SAC Committee PIP (Parent Involvement Plan) evaluation process.

Schools' planning committees include parents, often SAC members, administrators, staff, and Title I Resource staff. Committee members review the school's Needs Assessment Survey, the annual Title I Parent Survey Report, and other data on student achievement and demographics to develop the Student Success Plan.

The Title I Resource Staff provides training at each Title I school on the importance of involving parents in all levels of partnership based on Joyce Epstein's Six Keys to Parent Involvement. A six-week professional development course and several other trainings, including but not limited to Creating Family Friendly Schools, Opening Doors to Family Friendly Schools, and Navigating the Parent Involvement Experience are offered to district staff.

Schools provide training throughout the year to parents regarding their important role as their child's first and most important teacher, their partnership with the school, SAC membership and responsibilities, and the school plans and understanding the use of data in plan development,

The LEA set aside funds for parental involvement are used to support the district's initiative of locating a Family Center in each Title I school. These funds provide full time or part-time staff. Funding is also utilized to purchase a variety of resources, including materials on, literacy, math, and parent training, and supplies for parent communication. Funds also provide for a parent involvement supervisor to coordinate parent involvement training and activities.

2. 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 to improve student academic achievement and school performance [Section 1118(a)(2)(B)]. 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)].

The LEA will provide coordination, technical assistance and other support to assist Title I, Part A schools in planning and implementing effective parental involvement programs to improve student achievement and school performance in the following ways:

- The Title I Staff will provide technical assistance to all Title I principals in May to review the Title I, Part A requirements for parental involvement as it relates to increasing student achievement, including

best practices. Principals will receive a parent Involvement notebook with technical assistance materials including timelines, forms, and strategies for engaging parents in their child's education, and a CD with the school plan template.

- The Parent Involvement Supervisor will review each school's Parent Involvement Plan to ensure compliance and to ensure all strategies enhance student achievement. Plans are due for yearly review by September 30th.
- Principals will receive parental involvement resources and information at monthly Title I principal meetings for school newsletters and websites.
- Title I Resource Staff will facilitate a meeting with the Florida PIRC (Parent Information Resource Center) of FND and encourage all principals to form a partnership with the PIRC to enhance parent involvement in their schools.
- Title I Resource Staff will present twice, once in August / September and once in October to each Title I school's faculty to inform staff on the requirements of the Title I law and share the benefits of parental involvement.
- Title I Parent Involvement Supervisor meets monthly with designated parent involvement staff from all Title I schools to share strategies, receive training, and review data on parent participation. A monthly book study and related training activities on Beyond the Bake Sale will be part of the each meeting.
- Title I Resource Staff provides technical assistance and resources to support implementation of parent workshops, trainings and outreach efforts including, but not limited to "MAPPS", "The Home Internet Series", "The Bare Bones of Discipline", "Helping Your Child to Be a Better Reader", the "Parent Power Hour" and the Sed de Saber Program.
- The Parent Involvement Supervisor provides a powerpoint training, "Your Important Role as a Parent," during SAC Committee Meetings.
- The Parent Involvement Supervisor offers several trainings to school and district personnel on the benefits of parent involvement including, but not limited to "Parent Involvement to Increase Student Achievement", "Conferencing Skills", "Navigating the parent Involvement Experience", "Creating Family Friendly Schools", and "Opening Doors to Family Friendly Schools."

3. 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, Parts C and D of Title I, Title III, and Part A of Title IV) [Sections 1118 (a)(2)(D) and 1118(e)(4)].

Program	Coordination
Family Reading Experience	Head Start, Early Head Start, Even Start
Preparing Your Pre-K Student for Kindergarten Math	Head Start
Parent Power Hour	Head Start

4. 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 quality of its Title I, Part A schools [Section 1118(a)(2)(E)].

The District SAC Committee will meet three times each year to develop and review the implementation and effectiveness of the LEA PIP. In September the committee, led by the Coordinator of State and Federal Program, will review and revise the plan using the Title I Parent Survey Report, district data and the PIP evaluation questions. This meeting will also provide training to new committee members. In January the committee will review the progress of the implementation of the plan. In April/May the Title I Parent Survey Report will be reviewed by the committee, including barriers to parental involvement and best practices to consider revisions for the next year's LEA PIP including parental involvement initiatives.

5. Describe the actions the LEA will take to assist schools 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)].

The focus of all training, activities, and strategies of the LEA and schools will be on parent involvement to increase student achievement.

- Title I Resource Staff will facilitate a meeting with the Florida PIRC of FND and encourage all principals to form a partnership with the PIRC to enhance parent involvement in their schools.
- The LEA provides a link on the district website to both "Parent Involvement" and to Title I, Part A.
- Each Title I school will have a designated parent involvement specialist supported by the LEA. The Parent Involvement Supervisor will meet monthly with parent involvement specialists to share strategies, resources, receive train-the-trainer training, discuss parent feedback on workshops, and review data on parent participation. A monthly book study and related training activities on Beyond the Bake Sale will be part of the each meeting. Topics covered during monthly meetings include, but are not limited to:

- Grade level expectations
- New Generation Sunshine State Standards / Assessments
- Managing discipline
- Partnership schools
- Homework help
- Literacy strategies
- Adult literacy / grammar for English learners
- “We are More Alike Than Different”
- Communicating with parents
- Ways to increase parent involvement
- Conferencing skills for parents

Title I Resource Staff will present twice, once in September and once in October to each Title I school’s faculty to inform staff on the requirements of the Title I, Part A Section 1118 and share the benefits of parental involvement and best practices. Parent involvement in all levels (Epstein’s Six Keys) will be emphasized.

Principals will receive parental involvement resources and information at monthly Title I principal meetings for school newsletters and websites.

The Title I Resource Staff will monitor school’s compliance and documentation regarding Section 1118 with compliance to the law and use of best practices on an ongoing basis.

If all activities will be conducted at the school level, check here
. If checked skip to question 7.

6. 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)].

Content of the Session	Type of Activity	Schools Participating	Correlation to student achievement	Timeline

7. Describe the professional development activities the LEA will, with the assistance of its schools and parents, provide 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)].

Content of the Session	Target Audience	Expected Outcome	Person(s) Responsible	Timeline
Creating Family Friendly Schools	Faculty and Administrators	A more welcoming school atmosphere	PI Supervisor	Throughout the year
Opening Doors to Family Friendly Schools	Front Office Staff	Enhanced customer service	PI Supervisor	Throughout the year
Parent Involvement to Increase Student Achievement six-week course	Faculty and administrators at school and district level	Create a stronger partnership among stakeholders	PI Supervisor	August-October
Parent Involvement in Your Title I School	Faculty and administrators	Understanding of the requirements of Section 1118 and the benefits	PI Supervisor	September-October
Communicating with Parents	Faculty	Increased communication skills	PI Supervisor	Throughout the Year

8. Describe how the LEA will provide full opportunities for participation in parental involvement activities for all parents (including parents of children 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)].

- The LEA PIP will be available to families in the Parent Guide and on the District and school websites. Hard copies are available in each schools' front office and in each Family Center.
- The LEA Parent Guide has one cover and pages in English and the other cover and pages in Spanish.

- The LEA website and hard copies at schools provides information in three languages regarding community services available to families.
- The LEA partners with the local Haitian-Creole radio station and church for dissemination of information to families.
- The LEA sends letters for upcoming ELL meetings and events in English, Spanish and French to families.
- The LEA meets quarterly with ELL families to discuss their needs and concerns, to share information on helping their children at home, NG-SSS (New Generation Sunshine State Standards), grade level expectations, and the importance of communicating with the schools. Spanish and Haitian-Creole translators attend the meetings.
- The LEA provides for translation of materials in Spanish and other languages through local translators and /or Trans/Act.
- The LEA through various funding sources provides a bilingual para professional at each Title I school who assists students and helps communicate with parents.
- The LEA provides Spanish and Haitian-Creole translators for parent events.
- The LEA provides a part-time tri-lingual educator for the homeless program to facilitate student achievement and parent communication.
- The LEA provides the Sed de Saber Program for English instruction to Spanish speakers.
- The LEA has educated schools on the requirements of communicating with all families, including those with disabilities and speakers of other languages.
- The LEA provides a full-time ELL bilingual paraprofessional as a resource to schools experiencing fluctuating student populations.

Discretionary LEA Parental involvement Policy Components

The LEA parental involvement policy may include additional paragraphs listing and describing other discretionary activities that the LEA, in consultation with its 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 listed below and skip to the Adoption section.

Check all activities the LEA plans to implement:

Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];

Providing necessary literacy training for parents from Title I, Part A funds, if the school LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)];

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)];

Training parents to enhance the involvement of other parents [Section 1118(e)(9)];

In order to maximize parental involvement and participation in their children's education, 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)];

Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)];

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)];

Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]; and

Providing other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

9. Describe how the discretionary activities checked above will be implemented.

Activity	Schools Participating	Correlation to student achievement	Person Responsible	Timeline

Adoption

This LEA Parental involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by _agenda, meeting sign-in sheet, and minutes.

This policy was adopted by the LEA on 02/08/10 and will be in effect for the period of 09/30/10. The school LEA will distribute this policy to all parents of participating Title I, Part A children on or before 02/17/10

_____ (Signature of Title I Authorized Representative) _____ (Date)

Evaluation of the 2008-2009 LEA Parental Involvement Policy/Plan

1. Provide a summary of the activities designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)].

Content of the Session	Type of Activity	Number of LEA-wide activities	Schools Participating	Correlation to student achievement
Family Reading Experience	Families checkout books, receive "keeper" book for home library. Variety of trainings offered to parents to increase student achievement.	Weekly at each Title I school	4	Reading at home is has the greatest impact on student achievement
Your Important Role as a Parent	Presentation at SAC meetings	Available to all schools throughout the year	3	Parents partnering with the school to increase student achievement
Sed de Saber Program	English acquisition using technology and native language tutor	12 weeks	2	Parents learn the English language and are better equipped to support learning in the home
English Grammar	Classes are provided for English language learners	Available throughout the year	2	Parents improve their English language skills are are better equipped to support learning in the home
MAPPS (Family Math)	Families work together on learning math concepts using hands-on activities	Throughout the year	2	Improved math achievement for students
FCAT Night	Families learn skills required on the FCAT	Throughout the year	3	Improve student achievement

2. Provide a summary of the professional development activities provided 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)].

Content of the Session	Number of LEA-wide sessions	Schools participating	Correlation to student achievement
Parent Involvement to Increase Student Achievement Professional Development Course	Six-week course	4	Higher levels of parent involvement correlate to increased student achievement
Parent Involvement in Your	1	2	Higher levels of parent

Title I School			involvement correlate to increased student achievement
Opening Doors to Family Friendly Schools	1	1	Improve customer service
Communicating with Parents to Build Partnerships	1	1	Improve teacher communication and conferencing skills

3. Provide a summary of the parental involvement activities provided for private schools implementing a Title I program [Section 1120(a)(1)].

Name of the Activity	Number of Total Participants	Schools Participating	Correlation to student achievement
N/A			

4. Describe the barriers identified which hindered participation by parents in parental involvement activities and the steps the LEA will take to overcome the identified barriers and design more effective parental involvement policies (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)].

The Title I Survey Report and comments from parents indicated the following were barriers to parental involvement:
<ul style="list-style-type: none"> • Work schedules / not enough time in the day / stress • Lack of communication / not informed • Opinions / suggestions of parents not valued • Language barrier • Meeting times / keeping meetings on schedule • Lack of transportation

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

Content/Purpose	Description of the Activity
Family Reading Experience	Weekly families visit the Family Center at their school to checkout a variety of literacy and math materials, as well as parent resource information. The atmosphere is welcoming, friendly and affirming. Parents receive tips on helping their child to be a better reader from parent specialists, reading teachers and Title I Resource Staff. Family Service Workers and

	Social Workers are available to help connect families with community resources.
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