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December 12, 2014

Janet Harris  
Glades County School District  
P. O. Box 459  
Moore Haven, FL 33471

Dear Ms. Harris:

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

Please be reminded that the local educational agency (LEA) is required to share the contents of the PIP with parents of children participating in the Title I program. The information must be provided in an understandable and uniform format, including alternative formats upon request.

If you have questions or need additional information, please contact Wanda Young via email [Wanda.Young@fldoe.org](mailto:Wanda.Young@fldoe.org) or by telephone at 850-245-0726.

Sincerely,

Sonya G. Morris

SGM/wy

**SONYA G. MORRIS, CHIEF**  
**BUREAU OF FEDERAL EDUCATIONAL PROGRAMS**

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## GLADES Title I, Part A Parental Involvement Plan

I, Mr. Scott Bass, 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

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### 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 Glades County School District Parent Involvement Program will support the mission statement of the district by providing parents with support, educational assistance, literacy classes, and resources that will foster and encourage opportunities for them to become an integral part of this program and their child's education.

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## 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 Glades County School District, in partnership with the parents of students enrolled in Moore Haven Elementary School and West Glades School (the two Title I schools in Glades County), will develop, implement, and evaluate the LEA Title I Parental Involvement Policy (PIP) and the LEA Plan. Glades County School District will inform parents about the LEA PIP and give instructions on how to access the PIP. Parents will be invited to meetings to provide input on the LEA PIP and LEA Plan. Hard copy dissemination of the LEA PIP and discussion during parent meetings will further educate the parents of the LEA PIP. Participants of the parental involvement committee will consist of parents and grade level teachers recommended by administration. Parents will be asked to provide input and revisions for the development of the LEA PIP during activities, meetings, and school training. Documentation of the input and revisions will be through evaluations, meeting minutes, and surveys. A hard copy format regarding how to access the LEA Title I PIP will be provided to participants. The District will ask the two Title I schools to invite all parents to attend the meetings. The invitations to parents will inform them that translators will be available during the meetings to promote participation. Transportation and childcare will be provided for Migrant parents should these two barriers prevent attendance. Parents will be asked to provide input and suggestions to develop the LEA Policy/Plan. In addition, parents will be asked to provide input and suggestions to develop the TIPA application, use of PI funds and the DIAP. Initial development meetings, focus groups, and surveys will be the basis for the parental input for the PIP. SAC meetings addressing the PIP will be documented via meeting minutes.

Parents will be included in school review and improvement by gathering their communication of the School Improvement Plans (SIPs). Parents will be encouraged to thoroughly review each school's SIP activities and goals regarding parental involvement. Parents will have access to the SIPs, the LEA Plan, and other meaningful documents to assist in creating parental involvement to increase students' academic achievement.

The LEA will utilize the District Migrant PAC to challenge and encourage parents to become participants in their children's school, district, and community to raise awareness of the importance of parental involvement in the school. The PAC will gather input to provide the LEA recommendations as to how the funds for parental involvement would best be utilized.

Glades County will determine parental involvement expenditures by communication from parents in the form of surveys and LEA school events throughout the school year including PAC, PTO, and SAC meetings. To encourage participation from all parents, meetings will be held different times during the day as well as various dates during the school year. Transportation and childcare will be provided for Migrant parents per approved project applications. These services will be provided for these groups as funding allows. Formal and informal meetings will be held to also encourage participation.

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## 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 LEA will provide technical assistance to the two Title I schools in Glades County by offering:

A review of AYP school-based data to help in developing meaningful Parental Involvement activities.

A review and approval of all parental involvement purchases made by Title I schools.

Communication on a District-level through the Migrant PAC. Information about participating and meeting dates and times will be sent home to parents.

Input from parents from committees such as Migrant PAC regarding the implementation of parental involvement activities.

A review of school-based data to assist in the development of meaningful parental involvement activities.

Best practice regarding the appropriate use of parental involvement funds.

Best practice regarding the planning of parent workshops such as family literacy night.

Training and guidance to the two Title I schools to develop, implement, and evaluate PIPs so as to meet compliance with NCLB section 1118.

A review of PIPs to make certain compliance with requirements, including minutes indicating the plan was developed with parental input.

An approval and review of all parental involvement purchases made by the two Title I schools.

An administration and analysis of a parent climate survey.

A PIP training in coordination with Heartland Educational Consortium.

A "Parent's Right to Know" letter (including translations) when a child is taught by a non-highly qualified teacher for four (4) or more consecutive weeks.

Providing a summary and example of the process for appropriate parental involvement expenditures.

Accommodations to parents with disabilities.

Communication to parents regarding school and parent programs, meetings, school reports, and other activities in a format and language parents can understand.

Guidance from FL DOE on the development of the PIP is communicated to the two schools.

A review of the school compacts including minutes to prove parental input.

The School-level PIP Review Process: The LEA will provide technical assistance and support to the two Title I schools in developing and implementing meaningful parental involvement activities that include communication between the LEA and the schools. Methods of communication include meetings, email, phone, as well as onsite school visits.

During the summer the two Title I schools will submit their plans for the upcoming school year, and the LEA will review them for effectiveness and compliance.

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## **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 (HIPPPY), 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 I Part C	Glades County Schools has combined the Migrant parents from both Title I schools to form the Migrant Parent Advisory Council. PI activities are coordinated and integrated during PAC meetings. In addition there is one staff member who is the Supervisor of Federal Programs.
2	Title III	Glades County Schools has combined the ELL parents from all schools to form an ELL parent advisory council. Parent approved the ELL Plan and coordinate FAMily Literacy Activities.

## 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:** The LEA will:

Administer and review the results of the parent evaluation feedback after each parent training activity to utilize the results to guide the development of future activities.

Provide both Title I schools with a checklist of documentation to be maintained to meet parental involvement requirements.

Administer and review the results of the Title I parent surveys and share findings with SAC for feedback.

Review school-based parent climate survey data and share findings with SAC for feedback.

Review and evaluate progress made toward accomplishing the School Improvement Plan and District Improvement goals and objectives for parental involvement and share with SAC for feedback.

Review evaluation results in planning improvements during the current school year and for subsequent school years.

Identify barriers to participation including but not limited to using parent climate survey results, Title I parent survey results, comments from parents in attendance during meetings, district and school staff comments, research, comments made to principals and staff from parents not in attendance during meetings, and professional development on parental involvement.

Have the plan peer-reviewed by Heartland Educational Consortium.

## 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	Family Literacy Night will model activities to build parents' capacity for strong parental involvement and to support home-school partnership through effective literacy activities to empower parent to contribute to their child's education.	Moore Haven Elementary School & West Glades School	Parental involvement in the academic process provides an understanding of academic excellence. Activities are included to have parents complete at home to support reading.	2014-15 school year beginning in the Fall	A follow up survey will be given to parents to determine effectiveness.

## 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	Train-the-Trainer Sessions focusing on the 4 modules of parent involvement.	Bldg. Principals	Modules will focus on importance, building ties, implementation and coordination, and communicating and working with parents. Research proves direct correlation between improved home-school relationships and student academic achievement.	Fall 2013 through Spring 2014	Staff will complete evaluations after training.

## 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:** Parents of students enrolled at both Title I schools are provided the opportunity to participate in parental involvement activities. Glades County School District provides each school activities with translators and bilingual materials. An example of this is family literacy night. The LEA will monitor the notification process so that parents of students in both Title I schools receive information regarding parental involvement activities that are translated in a language that parents can understand, if at all feasible. Parents of children with disabilities are encouraged to notify the school/and or LEA of any accommodations needed to address barriers to participation.

The LEA will also make available to parents of students enrolled at each of the Title I schools a District Parent Guide that contains pertinent information as well as parental participation opportunities such as mentoring, volunteering, and joining the School Advisory Council; the Migrant Advisory Council; the Safe and Drug Free School Council; the ESE Parent Advisory Council; and the Parent Involvement Policy Committee (a partner of SAC). These guides are sent home with each student and made available at each school and the District office. These guides are given to parents when they enroll their child who is new to the district. All information regarding parent involvement opportunities will be translated into a language parents understand, if feasible.

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## 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	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)];	Provide weekly parent meetings in the evening after parents have gotten off work.	Director of Academic Services	Allows parents to learn English and give parents the tools to help their child with homework and become involved in their child's education.	Throughout the school year.
2	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)];	Arrange meetings at a variety of times	Principals	Allows parents to participate in their children's education	Throughout the school year

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## Upload Evidence of Input from Parents

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

Uploaded Document

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

**Building Capacity Summary**

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

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Kindergarten Round Up	1	37	Assist parents and students with kindergarten readiness and an understanding of the new, more rigorous Florida Standards
2	Title I Parent Night	1	18	Parents understand the benefits of being a Title I school and how Title I programs support student achievement.
3	Get Acquainted Night	1	293	Students and parents meet their teacher, get acquainted with the classroom atmosphere and procedures, learn about the Florida Standards for their grade level, and meet with various c
4	Open House	3	381	Parents and students talk to teachers to check on progress and discuss strategies to help students excel
5	Family Literacy Night @ West Glades School	1	150	Parents were given books and strategies to help their children improve literacy skills.
6	AVID Parent Nights	3	30	Parents received AVID information and strategies to assist students with college readiness.
7	Migrant Family Literacy Night @ Moore Haven Elementary	30	22	Parents received language acquisition support and literacy skills to support student learning at home. Students received reading support.
8	Summer Migrant Family Literacy @ West Glades School	8	13	Parents received language acquisition support and literacy skills to support student learning at home. Students received reading support.

**Staff Training Summary**

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

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	FLDOE Parent Involvement Presentations	4	32	Educate the faculty and staff on the importance of parental involvement and

**Private School Summary**

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

X Not Applicable

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## Barriers

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

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Transportation	Provide transportation when needed
2	Language	Provide interpreters to parents during open house
3	Participation	Continue to provide programs during times when parents can attend and educate them on the importance of parental involvement in the education of children

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## Best Practices (Optional)

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

count	Content/Purpose	Description of the Activity
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