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December 12, 2014

Marisa Stukey
UF Lab School County School District
1080 SW 11th Street
Gainesville, FL 32601

Dear Dr. Stukey:

We are pleased to inform you that UF Lab School 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 or by telephone at 850-245-0726.

Sincerely,

Sonya G. Morris

SGM/wy

SONYA G. MORRIS, CHIEF
BUREAU OF FEDERAL EDUCATIONAL PROGRAMS

UF LAB SCHOOL Title I, Part A Parental Involvement Plan

I, lhayes@pky.ufl.edu , 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 ESEA. Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children;
- 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 and each includes, as a component, a school-parent compact consistent with Section 1118 of the ESEA [Sections 1118(a)(2) and 1118(d)];
- The LEA will incorporate this LEA-wide parental involvement policy into its LEA Plan developed under Section 1112 of the ESEA; 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)];
- 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)];
- 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 "parental involvement" defined in Section 9101 (32), and expects that it's Title I schools will carry out programs, activities, and procedures in accordance with this definition;
- Jointly conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the school's parental involvement policy [Section 1118(a)(E)]; Use the findings of the parental involvement policy evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(2)(E)];
- 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 1111(h)(6)(A)].

Date Signed

Mission Statement

Parental Involvement Mission Statement(Optional)

Response: PKY Parent Involvement Mission:

The mission of PKY parent involvement programs is to engage a diverse group of parents in actively supporting the academic success of their children, to ensure success in post high school educational and career opportunities and strengthen the relationship between families and school.

Involvement of Parents

Describe the actions the LEA will take to involve parents in the following required policies/plans:

- 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: In order to involve parents in the joint development of its district-wide parental involvement plan under section 1112 of the ESEA, P.K. Yonge Developmental Research School has formed a subcommittee of the School Advisory Council known as the Parent-School Communication Committee to help develop and revise policy. Members on this committee will have a representation from all divisions. Any parent that would like to be included in the subcommittee is invited. The Parent-School Communication Subcommittee leads the planning and design of P.K. Yonge's parent workshops as well as our parent involvement policy and strategies. Minutes will taken and the subcommittee will present their recommendations to the School Advisory Council for their final approval. P.K. Yonge Developmental Research School will involve the parents in the process of school review and improvement under section 1116 of ESEA by inviting Title I parents to be part of the School Improvement Committee with the given task of developing Title I School Plans and parent involvement procedures. We will also convene a school meeting to inform parents of the participation in development of the Parent Involvement Policy and their right to be involved.

Coordination and Integration

Describe how the single school LEA will coordinate and integrate parental involvement strategies from Part A of Title I with other federal programs (including but not limited to Head Start, Early Reading First, Even Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters (HIPPY), Voluntary Pre-Kindergarten, Title I, Parts C, Title I, Part D of Title I, Title III, and Title IV, Part A) [Sections 1118 (a)(2)(D) and 1118(e)(4)].

count	Program	Coordination
1	Title II Part A	The Title II Part A MTSS Specialist coordinates the professional development efforts focused on strategies for coaching and support for K-12 teachers in supporting struggling students.
2	IDEA/Title I Part A/Title II Part A	The PKY K-12 Multi-Tiered Systems of Support focuses on identifying appropriate instructional supports for struggling students' instructional support systems (IDEA, Title I Part A, Title II Part A and the district Reading allocation).

Annual Evaluation

Describe the actions the single school 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 its Title I, Part A schools [Section 1118(a)(2)(E)].

Response: The LEA will conduct an annual evaluation of the content and effectiveness of the Parent Involvement Plan. The evaluation will identify the barriers to participation by parents in parental involvement activities and be conducted in the spring of each year. The assessment will evaluate the effectiveness of school/ home communication, the efficiency of school information getting home, how well the school assists parents in helping them help their child at home, making parents feel partners in school, and evaluation of school climate. The results of the evaluation will be reviewed and used by the Parent-School Communication Subcommittee to develop the upcoming school PIP.

Parent Meetings - Annual

Annual Parent Meeting

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

Response: The LEA will have a parent meeting which be held in the beginning of the school year that will address the Parent Involvement Plan, Title I Part A, Parent Right to Know, 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. This meeting will be held in the Fall of each year. Administrators, teachers, and school counselor will all take part in the meeting. Parents will evaluate the effectiveness with a survey after the meeting.

Parent Meetings - Flexible

Flexible Meetings

Describe how the single school LEA 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: The LEA will oversee that the Parent-School Communication Subcommittee will extend a personal invitation to under-involved parents to participate in curriculum-aligned workshops which will increase their confidence in knowing how to assist their children. Such effort will be made through phone calls or personal contact with parents in the morning or afternoon when transporting children to and from school. Additionally, parent workshops are offered during various times to increase participation.

Building Capacity

Describe the actions the single school 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)]. 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)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Back to School and Parent/Teacher Involvement Meeting -will be held in the beginning of the school year in order to inform parents of what instructional supports programs are in place. Parents will understand grade level expectation as well and will be informed of resources available to them.	School Administration	The purpose is to increase overall academic achievement and develop an understanding of grade level expectations.	Fall of each year	A survey will be given to each parent to evaluate the effectiveness of the workshop.
2	Title I parents will be invited to participate in college admissions workshop. This workshop will provide an explanation to parents the process of applying to various colleges. Parents will also be advised on what paperwork is necessary for student with disabilities.	High School Counselor	Parents will understand the importance of their child maintaining a strong GPA in order to be accepted into college.	Fall and Spring of each year	A survey will be given to each parent to evaluate the effectiveness of the workshop.
3	3rd Grade FCAT night – This meeting informs parents of various assessments that will be conducted throughout the year and what the scores mean. Parents will learn about third grade FCAT and the impact of those scores on promotion to the next grade.	PKY Teachers/Curriculum Coordinator	Students and parents will be prepared for the FCAT	Fall of each year	A survey will be given to each parent to evaluate the effectiveness of the workshop.
4	Parents of Title I student will be invited to "College Financial Education Night" This workshop will inform parents of various scholarships available to them as well as how to apply for financial aid.	High School Counselor	Students with higher GPA's will be eligible to apply for variety of scholarships	Fall, Winter & Spring of each year	A survey will be given to each parent to evaluate the effectiveness of the workshop.
5	Pre College Planning	High School Counselor	Students and parents will understand the importance of grades and choose the correct courses that will assist them	Winter of each year	A survey will be given to each parent to evaluate the effectiveness of the workshop.

			towards their post-secondary goals..		
6	"The Big Game" - Preparing for FCAT testing.	Curriculum Coordinator and elementary teachers	Parents will be given helpful hints and strategies to implement at home before FCAT testing. Students will not feel anxious on testing days, therefore testing achievement will be represented of students' knowledge.	Winter of each year	A survey will be given to each parent to evaluate the effectiveness of the workshop.

Staff Training

Describe the professional development activities the single school LEA will provide, with the assistance of the 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	School Counselors will consistently attend Student Success Team (SST) meetings and coach teachers on facilitating meaningful communication with parents. They will mainly target parents that are difficult to reach and facilitate face to face meetings between teachers and parents.	School Counselors	Open parent-school communication has been documented to increase student performance.	ongoing	parent satisfaction surveys, SST notes

Other Activities

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

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	A parent involvement brochure with tips on how families can support their child's education.	Title I Coordinator	Fall of each year	End of the year Parent Evaluation results
2	Parent survey will be given to parents asking for input on what workshops they would like to attend.	Title I Coordinator	Fall of each year	Majority of surveys will be returned

Communication

Describe how the single school LEA 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 also submit the parents' comments on the plan that will be available to the local education agency [Section 1118(c)(5)].

Response: Information about the Title I program will be provided to the parents in the beginning of the school year in written form. If a parent is in need of a translation of written documents the LEA will do so. The LEA will also have a Title I meeting in the Fall of each year which will inform parents about the Title I program and how they can participate in their child's education. At this meeting there will also be an 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. If a parent makes a request to meet at an alternative day and time, the LEA will coordinate a meeting in order to meet their request.

Accessibility

Describe how the single school 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 single school LEA plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

Response: The LEA will provide full opportunities for participation in parental involvement activities for all parents. Information related to school and parent programs, meetings, and school reports will be made available to all parents in a language that the parent can understand. The LEA will use Microsoft translator to facilitate this process. The LEA will make every effort possible to provide a translator to parents in order for them to participate in school meetings when discussing their child's progress.

Discretionary Activities

The single school LEA parental involvement policy may include other discretionary activities that the single school LEA, in consultation with its parents, chooses to undertake to build parents' capacity for involvement to support their child's academic achievement [Section 1118(e)]. Check here if the single school LEA does not plan to implement the discretionary parental involvement activities listed below. Check all activities the single school LEA plans to implement:

Not Applicable

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](#)

Upload Evidence of Input from Parents

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

[Uploaded Document](#)

Evaluation of the previous year's Parental Involvement Plan

Building Capacity Summary

Provide a summary of activities provided by the single school LEA during the 2010-2011 school year which 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	MTSS Parent Night	1	20	Explained how students are provided academic support through MTSS.
2	Gifted and Talented Parent Night	1	25	Explained the gifted and talented program to families.
3	6th grade technology in the curriculum	1	10	The goal of the Technology in 6th Grade evening is to address access to and use of technology throughout the 6th grade curriculum. The powerpoints below describe technology use in each core area, as well as where information can be found regarding each core class.

Staff Training Summary

Provide a summary of the professional development activities provided during the previous school year by the single school 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	Student Success Team Meetings	4	25	School counselor provided strategies on talking with parents about student academic and socio/emotional performance at school.
2	Team Meetings	9	40	School counselor provided strategies on talking with parents about student academic and socio/emotional performance at school.

Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the single school LEA will take during the current 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	Timing of Events	Continue to offer events at various times of day

Best Practices (Optional)

Describe the parental involvement activity/strategy the single school LEA implemented during the previous school 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
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