



State Board of Education

Marva Johnson, *Chair*  
John R. Padget, *Vice Chair*  
*Members*  
Gary Chartrand  
Tom Grady  
Rebecca Fishman Lipsey  
Michael Olenick  
Andy Tuck

Pam Stewart  
Commissioner of Education

November 30, 2016

Ms. Rose Raynak  
Gadsden County School District  
35 Martin Luther King Jr. Blvd.  
Quincy, FL 32351

Dear Ms. Raynak:

We are pleased to inform you that the Bureau of Federal Educational Programs has received Gadsden County's 2016-17 LEA Parental Involvement Policy.

Please be reminded that the LEA Parent Involvement Policy/Plan must meet all of the requirements outlined in Section 1118 of the Elementary and Secondary Education Act. The LEA is also required to share the contents of the parental involvement policy 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 Tony Graham via email at [Tony.Graham@fldoe.org](mailto:Tony.Graham@fldoe.org), or by telephone at 850-245-9893.

Sincerely,

A handwritten signature in cursive script that reads "Sonya G. Morris".

Sonya G. Morris

SGM/tog

## GADSDEN Title I, Part A Parental Involvement Plan

I, Reginald C. James, 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

  
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.)

9/28/16  
Date Signed

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

Response: The Gadsden County School Board mission is to support positive family and parent involvement believing that it is essential for student achievement. We encourage parents and community stakeholders to be involved in the educational planning and operations at all community schools.

To further strengthen this partnership, the Gadsden School District has adopted a School



State Board of Education


Marva Johnson, *Chair*  
John R. Padget, *Vice Chair*  
*Members*  
Gary Chartrand  
Rebecca Fishman Lipsey  
Michael Olenick  
Andy Tuck

Pam Stewart  
Commissioner of Education

2016-2017 LEA Parental Involvement Adoption Page


Gadsden County:

This policy was adopted by the LEA on 09/27/2016 and will be in effect for the period of one year through 09/28/2017. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before 10/21/2016.

  
\_\_\_\_\_  
(Signature of Title I Authorized Representative)

10/11/16  
\_\_\_\_\_  
(Date)

Provide evidence that the LEA PIP was developed with the input of parents and based on the evaluation of the previous year PIP.

  
\_\_\_\_\_  
(Superintendent)

10/11/16  
\_\_\_\_\_  
(Date)

## GADSDEN Title I, Part A Parental Involvement Plan

I, Sherrie D. Taylor, 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

---

### 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 Gadsden County School Board mission is to support positive family and parent involvement believing that it is essential for student achievement. We encourage parents and community stakeholders to be involved in the educational planning and operations at all community schools.

To further strengthen this partnership, the Gadsden School District has adopted a School

Board approved Family and Parent Involvement Policy as its commitment. Its guiding principles are to involve parents in the decision making process and training programs that will help parents support their individual child at home. Ref. School Policy 2111. Revised 2012

---

## 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:** Response: The District Parent Advisory Committee was created by inviting parent representatives from each of the Title I, Part A schools, both public and private, school staff and community stakeholders to serve on the committee. Each Title I school was allowed to submit their parent representatives willing to serve on the District Parent Advisory Committee. The Committee is composed of the School's Advisory Council Chairpersons and parent representation from the PTA, ESE, ELL and Pre-K. This composition provided a balance of parents, staff and community stakeholders.

At the district level, there is parent representation on the District Parent Advisory Committee from each school. The Committee is composed of the School's Advisory Council Chairpersons and parent representation from the PTA, ESE, ELL and Pre-K.

All schools receive information on ways to include parents in the school improvement process according to the SAC Florida Statutes and Guidelines. Therefore, a meeting is coordinated quarterly at the district level to allow input from the school's parent representatives. SAC members share this information as they review their specific goals at their monthly meetings.

Parents are invited and encouraged to provide input in the development of all plans related to school improvement. Surveys are distributed and the results are analyzed to review for improvement and to evaluate the district PIP and school needs. The district parent services coordinator inputs these suggestions into the annual district's PIP.

Decisions involving the use of the one percent of Title I funds reserved for parental involvement will be made during the development of School Improvement Plan by principals and district initiatives with input from SAC. Parents of students in Title I schools are involved in the SAC committee. Of this one percent, not less than 95% will be allocated to schools. The Parent Services Coordinator will monitor SAC memberships to ensure that parents are involved in the process and submits each school roster for school board approval.

In reference to the LEA plan, parents are involved in many ways with each part of the plan. In regards to academic assessments and FCIM infusion parents are involved in the

discussions and decisions about assessments through the individual SAC councils while making recommendations of the appropriate interventions necessary to meet their school goals, including FCIM implementation, various after school and home tutoring materials and interventions. Survey input from parents, teachers, and administration are reviewed and considered when developing the K-12 Reading Plan and District intervention plans which are also the basis for the development of the Title II training plan. Early childhood coordination in the LEA plan involves parents by disseminating community resource directories to families via the district Parent Resource Center; surveying parents regarding their educational needs; coordinating workshop and in-service activities for families and children; providing family needs assessments; and providing parent resource centers at each school along with a parent liaison, which will provide parent trainings and assistance to parents in the areas of reading and math. Migrant parents receive frequent contact and communication about their needs from the Title I Part C staff. PreK/VPK/Head Start programs involve parent home visits to help determine the needs of both the family and the children and the resulting information from these meetings guide the development of programs and services for these children.

Parent input for school improvement is encouraged through Annual Title I meetings at each of the twelve schools. At the meetings, parents are encouraged to provide written or oral input on school policies, budgets, facilities, school vision, curriculum, extracurricular activities, and any other concerns. Additionally, parent input is gathered through the SAC, parent workshops, parent surveys and working with parents during student conferences. School Choice options involve parents all through the process by allowing them to select the appropriate choice for their student and provide any input or concerns through surveys. Highly qualified requirements are determined by the district and state requirements but any parent input regarding the quality of their students education or their desire to move students are addressed quickly and to the satisfaction of the parent.

Homeless programs involve parents and families in fully gathering their input and needs to select the appropriate services for them. Parent Expos, workshops, town meetings are constantly surveying parents for input into the development of various plans, policies, applications, and other initiatives through the district. Input for extended learning opportunities is gathered when the school is planning their original schedules and through SAC as they determine appropriate strategies for raising student achievement.

---

## 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 School Board of Gadsden County will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student achievement and school performance:

Title I, Part A supports the operation of parent involvement programs through parent liaisons, materials and supplies for parent trainings and other parent involvement

activities at the schools and district level.

The Gadsden County School District has a Parent Services Department, which employs an experienced and highly qualified staff consisting of a Parent Services Coordinator, two VISTA Volunteers, two Homeless Specialist, and twelve Parent Liaisons (one Title I per campus). This department assists all Title I schools with distributing district information, academic resources, coordinating communication venues, and technical assistance to parents regarding policies and procedures. Educational support materials are displayed at the Gadsden Family Information Resource Center, and disbursed from the Parent Resource Center and Mobile Unit.

The District's Family Information Resource Center is equipped with computers featuring Florida's Standards Information. This will enable parents to practice instructional techniques, receive quality trainings, and become familiar with instructional methods and strategies being used in the classroom. Also, the District's, student warehouse, web site offers a Parent Portal where students' attendance and academic progress data may be viewed in real-time, ensuring that parents do not have to wait until the 9-week reporting period.

The Gadsden County School Board makes a continuous effort to keep parents and families informed of their choices for quality education for all students. This effort includes the district web site, Skylert messaging system, parent trainings, and informational sessions as well as sending newsletters, flyers, surveys and information home for parent input.

Parent liaisons are informed of the implementation of the FCIM to assist parents in understanding the focus calendar's purpose and to ensure alignment between instruction, remediation and enrichment activities.

The Parent Services Coordinator provides training meetings during progress reports periods or as needed. In addition, the Parent Services Coordinator will provide opportunities for Parent Liaisons and school staff to enhance their abilities to present Parental Involvement information at faculty meetings and to integrate parental involvement into in-service training for school-based personnel. Parent Liaisons are also trained on successful methods to get parents involved in their child's education and schools. Liaisons are made aware of the importance of documenting workshops, trainings and school-wide events involving parents.

Parent Liaison meetings will also serve as the main forum for sharing information on district initiatives and strategies to provide technical assistance to their schools.

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 Parent Services Coordinator will review each school-level PIP by December and ongoing during meetings with each school's Principal and Parent Liaison to ensure compliance and the activities planned provide meaningful opportunities for parents to become more involved in their child's education. The Parent Services Coordinator shall ensure that the one percent of parent involvement money is linked to strategies in the PIP.

---

## **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 (HIPPY), 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	VPK & Pre K Head Start	The Title I office, Head Start and VPK offices will work together to coordinate transition programs for students entering the regular public school program. Activities include coordinated meetings with parents, VPK teachers, and the Pre-Kindergarten teachers to discuss the specific learning needs of students, and during joint parent meetings to discuss transitioning. Pre-k parents are invited to all school meetings.
2	Individuals with Disabilities Education Act (IDEA)	Supplemental instructional support provided by Title I is discussed with parents during the development of the students IEP. ESE parents are invited, encouraged and included in all parent meetings at the school and district level.
3	Title II	Professional development modules will be provided to schools to support staff training as it relates to parental involvement. The parent liaisons are trained by the district's parent coordinator and staff on methods to effectively use the modules. The Parent Services staff will provide support and monitor the implementation to ensure that training is provided as required. Different Levels of Parental Involvement (DLOPI) will be one of the training methods implemented by Parent Services.
4	ELL, Migrant & Homeless Education programs	Although some meetings are specific to these programs, every effort is provided to include translation support at meetings for the involvement of Hispanic parents and transportation for Homeless students' parents. Translations are provided on all written correspondence and as a practicable for verbal translations and translations in languages other than Spanish.

## 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 Advisory Committee, consists of representatives (School Advisory Council chairpersons, ELL, ESE, Pre K and Parent Meeting Officers) selected from each school to provide suggestions throughout the year and during the annual end of the school year meeting for all federal programs. The District Parent Advisory Council (DPAC) convenes at least quarterly to discuss school improvement activities of the district's PIP. These discussions facilitate suggestions, questions, and concerns by each school parent group of representatives and then are shared at their individual school level by the school's parent liaison and parents. The district collects information for future review and insertion in the upcoming year's PIP.

During these quarterly meetings the DPAC will analyze and review the District PIP. By utilizing the Title I Parent Involvement Evaluation Toolkit, the DPAC and LEA staff will develop a plan for evaluating the PIP, this includes modifying surveys from the toolkit to meet the needs of Title I schools in Gadsden County. The survey will be revised, making it more parent-friendly and adding a date for return. The survey will be sent home to parents with their students.

In the spring the DPAC and LEA staff will review the PIP, evaluate its effectiveness, and analyze the surveys that have been returned. The results will be used to develop strategies to help increase effective parent involvement. Survey comments and results are sent to the principals for review. The DPAC and LEA staff will work together to resolve any issues indicated on the surveys.

A parent survey and other suggestions from District Advisory meetings are shared with all federal program coordinators for use in the development of federal grant applications and parent involvement policies/plans. Each school will continue to revise their plan



throughout the year, and in some instances this will continue after the completion of the federal grant and parent policy/plan.

Conversations with parents and other stakeholders are fostered to engage the entire community and businesses. Parents, faculty members, new hires and community stakeholders receive training on parent involvement. During monthly SAC meetings, suggestions are given to the committee and the principal will share with the school faculty.

## 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	GED Preparation	Director of Technical Institute, Adult Ed Instructors	Parents will be offered the opportunity to participate in GED prep classes offered at the Technical Center. When parents further their education, they serve as role models for good study habits and dedication to academic success in school. The parent's academic goals will impact the student's attitude toward academic success.	Throughout the year	Attendance rosters
2	Family Literacy / Just Take 20 Initiative	Lead Reading Teachers, Coaches, District Reading Specialists & Parent Liaisons	Provide sessions to help parents improve reading skills. The parent's appreciation of reading will impact the student's desire to read and comprehend.	October - May 2016-2017	Agendas, sign-in sheets and examples of materials presented
3	Family Literacy / Just Take 20 Initiative	Migrant Education Program staff & Parent Services	Parent Meetings for ELL and speakers of other languages will be provided for parents by the Migrant Education Program and district staff	August - June 2016-2017	Agendas, sign-in sheets and examples of materials presented.
4	Parent Trainings and Parent Involvement Conferences	Principals and Parent Services Coordinator	Provide information to parents on academic and leadership skills to assist other parents with their children.	August – July 2016-2017	Agendas, sign-in sheets, materials from trainings and conferences
5	College Readiness	High School Counselors and Parent Liaisons	Parents will gain an understanding of college entrance requirements, scholarship information, availability of financial aid, etc. to better prepare students for college readiness	August – June 2016-2017	Sign-in sheets, agendas, handouts & presentation materials
6	Reading & Math	Teachers, parent liaisons, math & reading coaches	a. One-on-one meetings and content specific sessions will be provided for parents. b. Information will include grade	August – March 2016-2017	Agendas, sign-in sheets and examples of

			level proficiency, strategies parents can use at home, and assessment methods.		materials presented.
7	Assessments	Assessment coordinator, teachers, counselors	The student academic impact will be enhanced by parents participating in: Individual school parent 9 week expos; Teacher/parent meetings to discuss the student's assessment results, expectations, and goals for the school year; District assessment parent meetings.	August – May 2016-2017	Conference logs and district meeting agendas & sign-in sheets.
8	New Florida Standards	PRC staff, principals, teachers & parent liaisons	Provide to parents grade specific brochures and other academic materials via meetings & the district website @ <a href="http://www.gcps.k12.fl.us">www.gcps.k12.fl.us</a> .	August - June 2016-2017	Copies of the Focus Calendars disseminated and other academic materials.
9	Faith-based workshops & trainings	Parent Services staff, Ministers, Clergy	Faith-based partners offer resources needed to promote academic success for the schools and children. Faith-based partners also provide mentoring, tutoring, resources materials, and monetary contributions.	October – March 2016-2017	Agendas, sign-in sheets, presentation materials.
10	Parental involvement requirements District-wide parent advisory meetings	Parent Services staff	Provide information to parents on school policy, budget, curriculum, school vision, educational resource materials to ensure academic success for their child.	Kick-off in the Fall & continue until Florida Standards Assessment testing (FSA)	News articles, schedules, pictures, copies of materials distributed and meeting minutes or notes.
11	State's academic content standards and state student academic achievement Florida Standard (Reading, Writing, Math, Science) Parent trainings and workshops for parents; Reading Campaign	Reading Coaches, PRC staff, Media Coordinator	Provide parents with Florida Standards study info, academic resource materials, and books to help their child at home.	August - March 2016--2017	Sign-in sheets, pictures, copies of resource handouts.
12	DLOPI Training	PRC staff, Parent Liaisons	Parents will understand the different level of Parental Involvement	October - March 2016-2017	Sign-in sheets, agenda, pictures, resource materials

## 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	Parent Trainings and Conferences	Parent Services Coordinator	Parents will be provided information of their impact on student achievement and the best practices available to assist their child. More parent involvement results in greater academic achievement of students. Knowledge of parent involvement best practices for increased parent participation.	August-June 2016-2017	Agendas, conference materials.
2	Cultural Sensitivity Awareness	Migrant & ELL staff	By providing information to schools on what cultures are within the district's population and being available to assist schools during parent meetings, all students' needs will be adequately addressed and met.	August-June 2016-2017	Samples of materials disseminated, sign-in sheets or logs.
3	Value and Communication Trainings	Principals & Parent Liaisons	Increased and improved family involvement in education by implementing best practices, important to establishing positive relationships between parents and teachers to enhance student performance. Communication will be enhanced by encouraging regularly schedule parent/teacher meetings and employing technology (email, texts, automated communication networks, social media) to better facilitate how positive communication and information exchanges increase student achievement.	August-June 2016-2017	Agendas, sign-in sheets and examples of materials presented.
4	Parent Involvement Strategies	Parent Services Coordinator & K-12 Directors	Knowledge of parent involvement best practices for increased parent participation. Strategies will be given and implemented on the best practices to increase parent participation resulting in higher student achievement.	Monthly District Leadership Team meetings	Agendas, examples of materials presented, and sign-in sheet
5	School Involvement Plan (SIP) & School Advisory Committee (SAC)	Principals & District Parent Services staff	Knowledge of the process, duties & responsibilities of their duties while serving on SAC & developing the SIP. It will create an environment that is conducive to student learning and achievement through the identification and resolution of school issues negatively impacting the student achievement.	August & May of each school year	Agendas, sign-in sheets and examples of materials presented.
6	Different Levels Of Parent Involvement (DLOPI)	District Parent Services Coordinator	Knowledge of program to identify strategies to enhance parental participation. Since parents are their child's first teacher the DLOPI strategies train the parents on the importance of	August-June 2016-2017	Agendas, sign-in sheets and examples of materials presented.

			being a level 5 (highly involved) to impact their child's education.		
--	--	--	--	--	--

## 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:** The District will summarize its Parental Involvement Plan into a brochure that will be printed in English and Spanish and provided to all schools to distribute to parents, via backpack, website and parent resource rooms. The brochure will outline the major components of the policy (hard copies will be provided upon request). In addition, hard copies will be available in the school office and the parent resource room at each Title I school. The complete PIP will be posted on the district's website and linked from each Title I school's website.

As practicable, the School Board of Gadsden County with the assistance of its school principals, ESE, ELL, & Migrant education program supervisors and coordinators will provide to parents information in their native languages (English and Spanish) and/or in an understandable language according to the culture. Information will be shared via written communication and orally through translators. Translators will be available at parent meetings (if needed) and in school offices to provide translation services to ensure that parents are able to fully participate in the education of their child and at parent meetings. The district will ensure every possible avenue to provide the availability of an individual to provide translation services in Spanish at each Title I school if needed. If other languages are needed, schools will send the material to the Title I office where local companies and/or district experts will provide the translations. Parents will be provided Spanish translations and information via the SkyAlert communication system, newsletters, fliers, phone calls, materials and trainings to help parents work with their children to improve their academic achievement. The English Language Survey results from the communication system and parent liaisons will be used to determine the number and specific needs for translations into a language other than English. The district ELL and Migrant Coordinators and school personnel will run the Language Survey report at least monthly to determine any changes based on fluctuations in student populations.

Other communication opportunities, to share with parents the information in the PIP, Open House, School Advisory Council meetings, Parent Meetings, literacy training, and usage of technology meetings. Gadsden County School District will foster increased parental involvement by:

A. Hosting district-wide Parent Progress Periods each 9-week grading period, which will offer parents the opportunity to pick up their child's report card, schedule meetings with teachers and gather information critical to their child's success and include these parents especially with all other parents during conferences as a part of the Individual Education Plan (IEP), Academic Improvement Plan (AIP) and Student Learning Plan (SLP).

B. Encouraging classroom volunteers from all programs (i.e. Migrant, Pre K, ESE, & SAC) as parent participants in the school's activities. Survey these parents to find ways they would like to assist by volunteering and/or mentoring.

C. Schools will be responsible for providing monthly focus calendars that inform parents of up-to-date information on skills being taught in the schools and specific to their child's needs.

D. Providing the necessary accommodations for parents who are identified with disabilities to ensure that all parents can participate in parental involvement activities.

The ESE department and/or Florida Diagnostic and Learning Resource System (FDLRS) will assist. In addition, involve parents in the annual ESE Parent Day activities coordinated with FDLRS and also the Migrant and Hispanic parents in the annual cultural celebration.

## 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	Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)];	An ongoing staff development program that includes researched based training modules.	Principals and Parent Services Staff	Involving parents' input in the SIP for training.	August-Sept. 2016-2017
2	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)];	Involve parents and improve their ability to participate in school and district literacy trainings.	Public Libraries, Parent Services Coordinator, and Parent Liaison	Provide parents information to assist their children with literacy materials.	August-June 2016-2017
3	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)];	Provide daycare services, food for parent nights.	Principals & Parent Liaisons	Provide information to parents.	Monthly Parent Meetings
4	Training parents to enhance the involvement of other parents [Section 1118(e)(9)];	Parents will receive info by attending the annual Title I meeting, parent expos, leadership conference & district trainings.	Parent Services; Principals	Giving parents the necessary tools to actively recruit others parents.	August-July 2016-2017
5	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between	Arrange school meetings at a variety of times, or conduct home or neighborhood visits via the mobile unit.	RV mobile unit staff, Parent Liaison	To ensure all parents the opportunity to be actively involved in their child's education.	On-going

	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)];				
6	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)];	Provide DLOPI trainings on the usage for increased and improve parent participation.	Parent Services Coordinator & Parent Liaisons	Provide strategies to assist parents and teachers to increase parent participation.	August-June 2016-2017
7	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)]; and	Enhance the District's Parent Advisory Committee to include community-based organizations and businesses, including faith-based organizations.	Parent Services Staff	Provide knowledge and involve parents in the educational decisions and choices for students.	Quarterly meetings
8	Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].	Building ties between home school and the community.	Parent Services Staff, Principals & Parent Liaisons	To involve all parts of the community in the education process.	Monthly & Quarterly meetings

### 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 the activities offered to help build the capacity of parents improve their children academic achievement [Section 1118(e)(1-2)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Back to School Events	5	986	Engaging the entire faith based, community and businesses to support with the school supplies, hygiene kits, and funding to support students and parents with materials and school supplies.
2	Faith-based workshops and trainings	3	45	To assist faith-based partners with information on the Florida Standards.
3	Title I Parent Trainings	13	590	Provide information to parents and academic and leadership skills to assist other parents with their students.
4	Reading and Math	13	590	a) Face-to-face meetings and content specific sessions will be provided for parents; b) Information will include grade level proficiency, strategies parents can use at home, and assessment methods.
5	Family Literacy	13	590	Provide sessions to help parents improve the students reading skills and also have meetings for EEL and speakers of other languages will be provided for parents by the Migrant Education Program and the District Office Staff.
6	Parent Meetings, Workshops, and Trainings	21	692	Provide information to parents on academic and leadership skills to assist other parents with their children.

### Staff Training Summary

Provide a summary of the professional development activities provided 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	Different Levels Of Parent Involvement (DLOPI)	10	218	Knowledge of program to identify strategies to enhance parental participation.
2	Value and Communication Trainings/Parent Liaison	13	590	Improve the ability of the staff to effectively provide parents with examples of best practices on the value of parenting and how to positively communicate with their children.
3	Parent Involvement Strategies	13	590	To provide knowledge of parent involvement best practices for increased parent participation.

### Private School Summary

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

count	Content and Type of Activity	Number of Participants	Schools Participating	Anticipated Impact on Student Achievement
1	DLOPI Awareness for Parents	89	3	Provide one-on-one training to the Parent Liaison with a variety of activities of the model to train and involve parents at the school level.
2	Parent resources and assistance meeting	109	3	Provide a variety of parent resources and assistance for the parent liaison to share with parents.
3	Parent Involvement resources	78	3	Provide a variety of parent resources and assistance for the parent liaison to share with parents to assist their children.
4	School visits and telephone with parent resources	83	3	Assisted principals with resources for increased parent participation.

### 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 upcoming 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	Translations for more documents for our Hispanic population to include translators for meetings and translating machines.	Secure translators, technology, and interpreters.
2	Lack of school level workshops for ESE.	Include workshops for ESE parents and teachers in the SIP.
3	Lack of Parental Technology Training	Increase training

### Best Practices (Optional)

Describe the parental involvement activity/strategy implemented during the previous school year that 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
-------	-----------------	-----------------------------