

## 2013-2014 LEA Parental Involvement Policy/Plan Multi-School (District)

**LEA:** \_\_\_\_\_

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

### Assurances

- The LEA will put into operation programs, activities and procedures for the involvement of parents in its schools with Title I, Part A programs consistent with Section 1118 of the ESEA. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with Section 1118, the LEA will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118(b) of the ESEA, and each 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. The LEA will provide information and school reports required under Section 1111 of the ESEA in an understandable and uniform, easily read format 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 [Section 1118(b)(4)].
- The LEA will involve the parents of children served in Title I, Part A schools in decisions about how not less than 1 percent of Title I, Part A funds reserved for parental involvement is allocated, and will ensure that not less than 95 percent of the one percent reserved is distributed directly to the schools, after equitable provisions have been provided to participating private schools [Section 1118(a)(3)(A-C)].
- The LEA will be governed by the statutory definition of "parental involvement" as defined in Section 9101 (32), and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition.

### Parental Involvement Mission Statement (Optional)

### Required LEA Parental Involvement Policy Components

1. Describe the actions the LEA will take to involve parents in each of the following required policies/plans. Address each plan and how parents will be consulted before the plan is finalized.
  - a. LEA-wide parental involvement policy (PIP) [Section 1118(a)(2)];
  - b. LEA plan [Sections 1112 (c)(H), 1112(d)(1)]; and
  - c. How the funds reserved for parental involvement will be allocated [Section 1118(a)(2)].

## 2013-2014 LEA Parental Involvement Policy/Plan Multi-School (District)

**LEA:** \_\_\_\_\_

2. a. 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)].

--

- b. Include a description of the process the LEA will use to review the school-level PIPs to ensure compliance with Section 1118 [34 CFR 200.30(e)].

--

- c. 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)].

--

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

Program	Coordination

4. Describe the actions the LEA will take to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the academic quality of the Title I, Part A schools [Section 1118(a)(2)(E)].

--

5. 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. The actions should ensure effective involvement of parents and support a partnership among the school(s) involved, parents and the community to improve student academic achievement [Sections 1118(a)(2)(C), 1118(e)(1-14)].

If all activities will be conducted at the school level, check here .

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness

6. 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

## 2013-2014 LEA Parental Involvement Policy/Plan Multi-School (District)

**LEA:** \_\_\_\_\_

implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

Content and Type of Activity	Person Responsible	Correlation to Student Achievement	Timeline	Evidence of Effectiveness

7. 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)].

### Discretionary LEA Parental Involvement Policy Components

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 any of the discretionary activities listed below.

Check all activities the LEA plans to implement:

- Involving parents in the development of training for teachers, principals and other educators to improve the effectiveness of that training [Section 1118(e)(6)];
- Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)];
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)];
- Training parents to enhance the involvement of other parents [Section 1118(e)(9)];
- 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 teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];
- Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)];
- Establishing an 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
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)].

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

## 2013-2014 LEA Parental Involvement Policy/Plan Multi-School (District)

LEA: \_\_\_\_\_

Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline

### Upload Evidence of Input from Parents

#### Evaluation of the Parental Involvement Plan

##### Building Capacity Summary

1. Provide a summary of the activities provided during the 2012-2013 school year designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)].

Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement

##### Staff Training Summary

2. Provide a summary of the professional development activities provided during the 2012-2013 school year regarding the following:
  - to educate staff on the value and utility of contributions of parents;
  - how to reach out to, communicate with, and work with parents as equal partners;
  - the implementation and coordination of parent programs; and
  - how to build ties between parents and the school.

[Section 1118 (e)(3)]

Content and Type of Activity	Number of Sessions	Number of Participants	Anticipated Impact on Student Achievement

##### Private School Summary

3. Provide a summary of the parental involvement activities provided during the 2012-2013 school year for **private schools** implementing a Title I, Part A program [Section 1120(a)(1)].

Name of the Activity	Number of Participants	Schools Participating	Anticipated Impact on Student Achievement

##### Barriers

4. Describe the barriers which hindered participation by parents in parental involvement activities during the 2012-2013 school year. Include the steps the LEA will take during the 2013-2014 school year to overcome the barriers and design more effective parental involvement policies (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority background) [Section 1118(a)(E)].

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome

## 2013-2014 LEA Parental Involvement Policy/Plan Multi-School (District)

LEA: \_\_\_\_\_

### Best Practices (Optional)

5. Describe the parental involvement activity/strategy implemented during the 2012-2013 school year the LEA considers the most effective. This information may be shared with other LEAs as a best practice. (Optional)

Content/Purpose	Description of the Activity

### Adoption

This policy was adopted by the LEA on mm/dd/yy and will be in effect for the period of mm/dd/yy. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before mm/dd/yy.

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

\_\_\_\_\_  
(Date)

Provide evidence that the LEA PIP was developed with the input of parents and based on the evaluation of the 2012-2013 PIP.

## Review Rubric for 2013-2014 LEA Parental Involvement Policy/Plan

LEA \_\_\_\_\_

Reviewer Name: \_\_\_\_\_ Review Date: \_\_\_\_\_

Policy/Plan Components	Adequate	Needs Clarification or More Information
<b>LEA Policy Mission Statement (optional)</b>		
<p>Mission statements are written concisely, free of jargon, are parent-friendly and inspire stakeholders to be involved and supportive of the program. Strong mission statements include:</p> <ul style="list-style-type: none"> <li>• Explanation of the purpose of the parental involvement program;</li> <li>• Description of what will be done; and</li> <li>• Description of the beliefs or values of the LEA.</li> </ul>		
<p><b>1. Describe the actions the LEA will take to involve parents in each of the following required policies/plans. Address each plan and how parents will be consulted before the plan is finalized.</b></p> <p><b>a. LEA-wide parental involvement policy [Section 1118(a)(2)];</b>  <b>b. LEA plan [Sections 1112 (c)(H), 1112(d)(1)]; and</b>  <b>c. How the funds reserved for parental involvement will be allocated [Section 1118(a)(2)].</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>• Identification of the group responsible for the development, implementation and evaluation of the plans;</li> <li>• Description of the procedures for selecting members of the group;</li> <li>• Explanation of how the input from parents will be documented; and</li> <li>• Description of the process and involvement of parents in the development of required plans.</li> </ul>		
<p><b>2. a. 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)].</b></p> <p><b>b. Include a description of the process the LEA will use to review the school-level PIPs to ensure compliance with Section 1118 [34 CFR 200.30(e)].</b></p> <p><b>c. 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)].</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>• Description of the support the LEA will provide to schools on the planning and implementation of the parental involvement activities;</li> <li>• Identification of persons responsible and timelines;</li> <li>• Description of the process the LEA will use to monitor the implementation of the schools' parental involvement program;</li> <li>• If personnel will be provided, how those individuals will be supported;</li> <li>• Description of an adequate and timely process the LEA will use to review the school-level PIP to ensure compliance with all requirements of Section 1118; and</li> <li>• Includes how the LEA will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].</li> </ul>		

## Review Rubric for 2013-2014 LEA Parental Involvement Policy/Plan

LEA \_\_\_\_\_

Policy/Plan Components	Adequate	Needs Clarification or More Information
<p><b>3. Describe how the LEA will coordinate and integrate parental involvement strategies from Title I, Part A with other federal programs (including but not limited to Head Start, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters (HIPPY), Voluntary Pre-Kindergarten, Parts C and D of Title I, Title III, and Part A of Title IV) [Sections 1118 (a)(2)(D) and 1118(e)(4)].</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>• Identification of the specific federal programs; and</li> <li>• Description of how the programs will be coordinated.</li> </ul>		
<p><b>4. Describe the actions the LEA will take to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the academic quality of the Title I, Part A schools [Section 1118(a)(2)(E)].</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>• Process the LEA used to evaluate the PIP;</li> <li>• Identification of members of the group which will conduct the evaluation;</li> <li>• Realistic and reasonable proposed timelines;</li> <li>• Data that will be reviewed to complete the evaluation; and</li> <li>• Description of how the results will be used.</li> </ul>		
<p><b>5. 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. The actions should ensure effective involvement of parents and support a partnership among the school(s) involved, parents and the community to improve student academic achievement [Sections 1118(a)(2)(C), 1118(e)(1-14)].</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>• Description of the content and type of activity including the following:                             <ul style="list-style-type: none"> <li>○ The state's academic content standards and state student academic achievement standards,</li> <li>○ State and local assessments including alternative assessments,</li> <li>○ Parental involvement requirements of Section 1118, and</li> <li>○ How to monitor their child's progress and work with educators to improve the achievement of their child;</li> </ul> </li> <li>• Identification of the person(s) responsible;</li> <li>• Anticipated impact on student academic achievement;</li> <li>• Reasonable and realistic timelines; and</li> <li>• Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task.</li> </ul>		
<p><b>6. Describe the professional development activities the LEA will provide, with the assistance of its 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)].</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>• Content and type of activity including the following:                             <ul style="list-style-type: none"> <li>○ Value of parental involvement,</li> <li>○ Communicating and working with parents,</li> </ul> </li> </ul>		

## Review Rubric for 2013-2014 LEA Parental Involvement Policy/Plan

LEA \_\_\_\_\_

Policy/Plan Components	Adequate	Needs Clarification or More Information
<ul style="list-style-type: none"> <li>○ Implementation and coordination of parental involvement program, and</li> <li>○ Building ties between home and school;</li> <li>● Identification of person(s) responsible;</li> <li>● Correlation to student academic achievement;</li> <li>● Reasonable and realistic timelines; and</li> <li>● Description of the evidence the LEA will use to demonstrate the effectiveness and/or completion of the activity/task.</li> </ul>		
<p><b>7. 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)].</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>● Process the LEA will use for translating information into a parent's native language;</li> <li>● Description of how the LEA will ensure that parents with disabilities will have access to parental involvement activities and/or services;</li> <li>● Description of how the LEA will ensure that information is available to parents considering the fluctuating student populations;</li> <li>● Specific languages in which information will be provided; and</li> <li>● Process the LEA will use to monitor that schools provide information to parents in a language they can understand, if feasible.</li> </ul>		
<p><b>8. Describe how the discretionary activities will be implemented.</b></p>		
<p>Strong responses include:</p> <ul style="list-style-type: none"> <li>● Identification of the activity which may include the following:                             <ul style="list-style-type: none"> <li>● Involving parents in the development of staff training,</li> <li>● Providing literacy training,</li> <li>● Paying reasonable and necessary expenses to conduct parental involvement activities,</li> <li>● Training parents to help other parents,</li> <li>● Adopting and implementing model parental involvement programs,</li> <li>● Organizing a local education agency parent advisory council, and/or</li> <li>● Developing roles for community organizations and/or business in parental involvement activities;</li> </ul> </li> <li>● Description of the implementation strategy;</li> <li>● Identification of person(s) responsible;</li> <li>● Correlation to student academic achievement; and</li> <li>● Reasonable and realistic timelines.</li> </ul>		
<b>LEA Uploads</b>		
Did the LEA upload the evidence of parent input in the development of the PIP?		
<b>LEA Evaluation of the 2012-2013 Policy/Plan- Building Capacity</b>		



## Review Rubric for 2013-2014 LEA Parental Involvement Policy/Plan

LEA \_\_\_\_\_

Policy/Plan Components	Adequate	Needs Clarification or More Information
<p>Did the LEA identify the activities designed to build capacity of parents to help their children?</p> <p>Strong responses include the content and type of activity, number of activities, number of participants and the correlation to student achievement.</p>		
<b>LEA Evaluation of the 2012-2013 Policy/Plan- Staff Training Summary</b>		
<p>Did the LEA provide a summary of the professional development activities used 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?</p> <p>Strong responses include the content and type of activity, number of activities, number of participants and the correlation to student achievement.</p>		
<b>LEA Evaluation of the 2012-2013 Policy/Plan- Private School Summary</b>		
<p>Did the LEA provide a summary of the parental involvement activities provided for private schools implementing a Title I, Part A program?</p> <p>Strong responses include the name of activity, number of participants, name of the participating private school and the correlation to student achievement.</p>		
<b>LEA Evaluation of the 2012-2013 Policy/Plan- Barriers</b>		
<p>Did the LEA:</p> <ul style="list-style-type: none"> <li>• identify barriers which hindered participation by parents in parental involvement activities (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); and</li> <li>• describe how the LEA will use the information gathered from the evaluation to design strategies for more effective parental involvement policies described in Section 1118?</li> </ul> <p>Strong responses include:</p> <ul style="list-style-type: none"> <li>• Identification of barrier which hindered participation by parents in parental involvement activities (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); and</li> <li>• Description of how the LEA will use the information gathered from the evaluation to design strategies for more effective parental involvement policies described in Section 1118.</li> </ul>		
<b>LEA Evaluation of the 2012-2013 Policy/Plan- Best Practices</b>		
<p>Did the LEA describe the parental involvement activity/strategy implemented that the LEA considers the most effective?</p>		

## Review Rubric for 2013-2014 LEA Parental Involvement Policy/Plan

LEA \_\_\_\_\_

Policy/Plan Components	Adequate	Needs Clarification or More Information
<b>Final Review Findings</b>		
Was evidence adequate to demonstrate that the PIP was developed jointly with and agreed upon by parents of children participating in Title I programs?		
Is the PIP written in an understandable format and provided in a language parents can understand?		

**Additional Comments or Concerns:**

---

---

---

---