

Title I Service Delivery Plan for 2023-2024 Private School Agreement

<p>LEA: Alachua County Public Schools Contact: Jennifer Steptoe Address: Alachua County Public Schools 1700 SE 35 Ave. Gainesville, FL 32641 Phone: 352-955-7634 Email: steptojw@gm.sbac.edu</p>	<p>Private School: Living Springs Academy Contact: Kathy Lankston Address: 23901 NW 212th Avenue High Springs, Florida 32643 Phone: 386-454-2777 Email: Kathy.Lankston@flcoe.org</p>
Plan Components	LEA and Private School Plan
<p>1. Describe the method and data sources the LEA used to determine the number of private school children from low-income families residing in participating public school attendance areas, including whether the LEA extrapolated data if a survey was used [34 CFR, Part 200, Section 200.78]</p>	<p>In February of each year Private School families are asked to complete the LEA’s free/reduced price lunch application. Those applications are collected by the Private School and submitted to the Title I office. The Title I office works with the Food Service Department to certify eligibility. The Title I office then submits the names of eligible students to Zoning to determine the zoned school for each eligible student. During the application process the percentage of Title I eligible students attending private schools is determined and an equitable proportion of funds is calculated. The total funding determined through equitable proportion includes funds to support Parent & Family Engagement activities for Title I Private School families.</p>
<p>2. Describe the LEA-wide activities and equitable participation by private schools.</p>	<p><u>Instructional Materials:</u> Math and reading programs (SIPPS and Focused Mathematics Intervention). Instructional materials and manipulatives for reading and math. Science materials to enhance learning. Summer bridge activities to help with summer slide.</p> <p><u>Staff Development:</u> Private school teachers who serve Title I students are invited to District Level Title I Staff Development Trainings. The Title I Lead Teacher from each Private School attends the regularly scheduled Title I Lead Teacher Trainings held throughout the school year. A portion of the Private School’s Title I allocation may be used to provide Staff Development to teachers who serve Title I students. The Private School must submit a Staff Development pre-approval request to the Title I office for review and approved before funds can be encumbered for this use.</p> <p><u>Parent & Family Engagement:</u></p>

	<p>Input from Private School Parents is included in the development of the District Parent Involvement Plan. District level funds are used to purchase resource materials for the Parent Resource Areas at the Private Schools.</p>
<p>3. Describe the method the LEA will use for identifying students</p>	<p>Students will qualify for services if their school of residence is a district Title I school. Students most at risk will be identified for</p>
<p>who will receive Title I services at the Private School.</p>	<p>services in Reading or Math in grade K – 5 based on the following criteria.</p> <p>Criteria 1: Daily performance and test scores in reading and math.</p> <p>Criteria 2: Benchmark reading tests showing below grade level scores.</p> <p>Criteria 3: MAP test scores in reading and math.</p>
<p>4. Describe the instructional services to be offered for participating students attending private schools.</p>	<p>Frequency: Twice a week</p> <p>Duration: 1 hour each day</p> <p>Subject Area: Reading and Math</p> <p>Curriculum Program(s): SIPPS and Focused Mathematics Intervention</p> <p>Exit Criteria:</p>

<p>5. Funds Available</p>	<p>Total Instructional Funds Available: 15,232.00</p> <p>Total Professional Development Funds Available:</p> <p>Total Parental Involvement Funds Available:</p>
<p>6. Describe the Decision Making Process relative to how and when the LEA will make decisions regarding the provision of services, including who will receive them and who will provide them.</p>	<p>All decisions are made through a consultation process which begins in January and finalizes in June for the following year's plan. No third party contractor has been included at this site. The option for third party is offered during early consultation.</p>
<p>7. Description of Contracted Services</p>	<p>The Alachua County School District will hire state certified teachers or educational consultants to provide intervention instruction to students.</p>
<p>8. Description of Professional Development Opportunities</p>	<p>The district Title I staff and school principal will survey teachers in the spring to determine the professional development needs of teachers serving Title I students in grade K -5. Using the set-aside funds and based on the teacher input and principal guidance, the LEA will facilitate PD activities.</p> <p>Teachers of participating students will be invited to the following trainings:</p> <ol style="list-style-type: none"> 1. 2.
	<ol style="list-style-type: none"> 3. 4.
<p>9. Description of Parent Involvement Opportunities</p>	<p>Parent Involvement Services are offered by the Title I staff related to specific parental needs and requests. A Parent Resource Area has been established at the school site. A Parent & Family Engagement Plan is created by the school using parent input in May for the following school year. The plan may be amended or altered in the Fall as determined by parental requests or needs at that time.</p> <p>Parents of Title I students will be invited to the following activities:</p> <ol style="list-style-type: none"> 1. Title I Annual Meeting 2. Fall parent informative meeting and game night. 3. Spring game night and summer learning activities.

<p>10. Description of Program Evaluation</p>	<p>Service and Assessment Records for each Title I group will be kept and updated throughout the year. Lesson plans and attendance reports will be monitored monthly by the LEA. The Private School will submit an End-Of-Year program evaluation based on student gain scores on predetermined assessments.</p>
<p>11. Description of Monitoring and Ongoing Consultation detailing how LEA will monitor the implementation of the program and conduct ongoing consultation</p>	<p>The LEA conducts monthly consultation and support visits at Living Springs Academy to monitor the tutorial program through the review of on-going student achievement data and support for instructional practices in the same manner that all district Title I programs are monitored. Consultation and support visits are documented by agendas, written reviews/emails that are signed by the school's director and the LEA Teacher Specialist who returns them to the district Title I office to be maintained in a monitoring file.</p>
<p>12. Procedures for storing and cataloging Title I Inventory on Private School Campus.</p>	<p>All materials and inventory will be stored in a locked closet at each Private School Site. The district will have access to this locked closet at all times.</p> <p>All materials and property will be identified as "Property of Title I" and will only be used by the Title I Program. An Annual inventory of all materials and property will be conducted.</p>

We agree that the above Service Delivery Plan was developed through timely and meaningful consultation between the LEA and the private school officials. The development of the plan occurred before the LEA made any decision that affected the participation of eligible private school children in the Title I, Part A Program.

_____ Public
 School Official Date Private School Official Date

_____ Private School
 School District

Title I, Part A Parent & Family Engagement Plan

I, , 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 school will conduct outreach to all parents and family members and implements programs, activities, and procedures for the involvement of parents and family members in all of its Title I, Part A programs consistent with Section 1116 of the Every Student Succeeds Act (ESSA). Such programs activities and procedures shall be planned and implemented with meaningful consultation with parents of participating children. [ESSA Section 1118(a)]
- The school will work to ensure that the required school-level parent and family engagement policy is developed under subsection (b), each school served under this part will develop a Home-School Compact that outlines how parents, the entire staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. [ESSA Section 1116(d)]
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school 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 in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language parents understand. [ESSA Section 1116(e)(f)]
- The school will involve parents and family members of children receiving services under this part in the decisions regarding how funds reserved are allotted for parental involvement activities. [ESSA Section 1116(3)]
- The school will be governed by the statutory definition of "parents and family engagement" as defined in ESSA Section 8101, and is expected that to carry out programs, activities, and procedures in accordance with this definition.
- The school will use funds reserved under this part to carry out activities and strategies consistent with the parent and family engagement policy as outlined in ESSA Section 1116(3).


Signature Living Stream Title I Coordinator

9-19-23
Date Signed

Parent & Family Engagement Mission Statement

Response: We believe that parents and family are key team members in each child's educational and spiritual growth.

Involvement of Parents

The school will involve parents in the planning, review, and improvement of Title I programs including parental involvement and in the decisions regarding how funds for parental involvement will be used by:

- Asking parents for ideas and feedback about our program and things we can do in the future.
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Annual Parent Meeting

The school will conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (school-wide or targeted assistance), and the rights of parents through the following activities.

	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	School will hold the Annual Parent Meeting in September	Principal, Title I Lead Teacher Title 1 Team	September	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings.
2	Development of agenda for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	Copies of presentation and all handouts
4	Send notices in the school newsletter, send invitations via backpacks, alert parents of meetings.	Principal, Title I Lead Teacher	August- September	

Flexible Parent Meetings

The school will offer flexible opportunities for parents and families to participate in organized and ongoing workshops and meetings by:

- Offering meetings at various times
- Offering virtual meetings as applicable
- Parents are encouraged to meet individually with teachers and school staff at their convenience before, during and after school.
- Meetings based on the needs of the families

Building Capacity – Parent/Family Workshops

The school will implement the following activities as a means to build the capacity for strong parental and family engagement and to support a partnership among the school, families, and the community to improve student academic achievement.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Reading Strategies using game	Classroom Teacher	Increased academic performance		Meeting Notes and HSC reviewed - form
2	Activities preventing Summer Slide	Title I Coordinator	Increased academic performance		Agendas & Sign-in Sheets, parent evaluations
3	Building Capacity 48	Title I Coordinator	Increased academic performance		Agendas & Sign-in Sheets, parent evaluations

Staff Training

The school will provide the following professional development activities to educate the teachers and school staff in how to reach out to, communicate with, and work with parents and families as equal partners and in how to implement and coordinate family programs, and build relationships between families and the school.

	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Review of District PFEP, School PFEP, and Home-School Compact	Title I Coordinator or Principal	A Positive student impact will result from the staff's ability to effectively work with families.	August	Agendas & Sign-in Sheets, and evaluation forms

Other Activities

The school will conduct activities, make resources available to parents and families and provide encouragement and support to families so that they can more fully participate in the education of their children by:

- Maintaining a Parent & Family Resource Area consisting of information related to the school and Title I Program as well as academic resources available for home use.
- Making the Parents Make a Difference newsletter available through the school website, The Parent & Family Resource Notebook, and is hard copy upon request.

Communication

The school will provide parents of participating children with:

Timely information about the Title I program and activities by;

- Conducting the Annual Meeting.
- Letters home to parents through various methods (letters to parents, emails, newsletters, Class Dojo, Announcement Board)

Descriptions and explanations of the academic curriculum, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet through;

- Information shared at the Annual Meeting.
- Annual start of year parent orientation
- Parent-Teacher conferences where the MAP assessment will be explained and scores will be reviewed.
- The academics page on our website: <http://www.sungadventist.com/academics>

Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children;

- Parent-Teacher Conferences
- Parent workshops and surveys

A means to document parent comments/concerns regarding the school wide program plan when it is not satisfactory to the parents of participating children. The school will include documentation of parent comments/concerns with the plan that will be made available to the local education agency by;

- Evidence of parental input, including evidence of dissatisfaction, will be submitted to the Title I office as part of the regular Parent & Family Engagement Plan review process.
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Accessibility

The school will provide full opportunities for participation in parent & family engagement activities for all participants (including parents with limited English proficiency, disabilities, migratory, and homeless children) by:

- Some staff members are bilingual
- Provide language interpreters for parent conferences as needed
- Many of our reports can be run in Spanish (ex: MAP reports for parents)
- Title I documents are available in Spanish
- Virtual meets as needed
- Specific family needs are discussed during conferences