

FUNDING OPPORTUNITIES FOR 2001-2002 PARENT INVOLVEMENT ACTIVITIES



TO: Principals; Parent Involvement Coordinators;
Governance Team Chairpersons; SSC/SAC Chairpersons;
PTA/Parent Organization Leaders; SDEA Site Representatives

FROM: Parent Involvement Department

PARENT INVOLVEMENT MATCHING GRANTS New and Improved!

The Parent Involvement Matching Grant Review Committee has increased the amount of funding available to schools and has made the grants easier to apply for.

WHO IS ELIGIBLE:

School Teams of parent, teacher, and staff representatives working together are eligible to apply for a grant if:

- Your school does not currently have a Parent Involvement Matching Grant;
or,
- Your school has substantially completed, and conducted a required evaluation of activities funded under a Matching Grant received in school year 2000-2001.
(please refer to the attached list of schools which have received Matching Grant funds)

WHEN TO APPLY:

There will be two separate opportunities (*Fall and Spring*) for schools to submit their application to receive Parent Involvement Matching Grant funds (schools can receive one grant award per school year):

- ✓ **FALL Applications must be submitted on or before NOVEMBER 9, 2001**
- ✓ **SPRING Applications must be submitted on or before APRIL 26, 2002**

Schools receiving grant funds during the 2001-2002 school year have the option of utilizing up to a full year to conduct programs and activities funded by the grant.

HOW TO GET STARTED:

Refer to the enclosed Application information/guidelines. You or members of your school team may wish to attend a Matching Grant Planning Meeting on October 17, 2001, at the Eugene Brucker Education Center Auditorium, 10:00-11:30 a.m. or 3:00-4:30 p.m. to learn more about the program; or for additional information/assistance, please contact Doug Neel (619) 725-5615, at the Parent Involvement Department.

***Parent Involvement Matching Grants
Funded Schools
1999-2000 and 2000-2001***

1999-2000 Schoolyear

Audubon Elementary
Balboa Elementary
Challenger Middle
Chavez Elementary
Crawford High
Encanto Elementary
Ericson Elementary
Farb Middle
Freese Elementary
Garfield High (Atypical)
Grant Elementary
Hage Elementary
Hamilton Elementary
Hancock Elementary
Hardy Elementary
Hoover High
Jefferson Elementary
Jones Elementary
Kearny High
Kimbrough Elementary
Knox Elementary
Kroc Middle
Lafayette Elementary
Linda Vista Elementary
Longfellow Elementary
Mann Middle
Marshall Elementary
Marvin Elementary
Mason Elementary
McKinley Elementary
Memorial Academy (Charter)
Miramar Ranch Elementary
Mission Bay High
Nye Elementary
O'Farrell Community (Charter)
Oak Park Elementary
Pacific Beach Elementary
Penn Elementary
Perkins Elementary
Riley School (Atypical)
Rosa Parks Elementary
Rowan Elementary
San Diego High
Sunset View Elementary
Taft Middle
Toler Elementary
University City High
Vista Grande Elementary
Wangenheim Middle
Washington Elementary
Wegeforth Elementary
Wilson Middle
Youth Opportunities Unlimited (Atypical)

2000-2001 Schoolyear

Audubon Elementary
Baker Elementary
Balboa Elementary
Bay Park Elementary
Benchley-Weinberger Elementary
Birney Elementary
Cabrillo Elementary
Central Elementary
Challenger Middle
Chavez Elementary
Chollas/Mead Elementary
Clairemont High
Dana Middle
Dewey Elementary
Doyle Elementary
Freese Elementary
Grant Elementary
Green Elementary
Hamilton Elementary
Hearst Elementary
Hoover High
Jackson Elementary
Jefferson Elementary
Jones Elementary
Juarez Elementary
Kearny High
Kimbrough Elementary
King Elementary
Knox Elementary
Kroc Middle
Lee Elementary
Linda Vista Elementary
Loma Portal Elementary
Madison High
Mann Middle
Marshall Elementary
Mason Elementary
McKinley Elementary
Miramar Ranch Elementary
Pacific Beach Elementary
Rosa Parks Elementary
Rowan Elementary
Sessions Elementary
Sherman Elementary
Spreckles Elementary
Sunset View Elementary
Vista Grande Elementary
Wangenheim Middle
Washington Elementary
Whitman Elementary

San Diego City Schools
Parent-Teacher Collaborative
Parent Involvement Department
Institute for Learning

**2001-2002 School Year
PARENT INVOLVEMENT MATCHING GRANTS
*APPLICATION FOR FUNDING***



New and Improved!
Parent Involvement Matching Grants

Based on feedback from schools, in March 2001 the Parent Involvement Matching Grant Review Committee changed the grants to make them **easier to apply for**, and to provide more options. **To do this the Review Committee made the grants competitive, and designed and fully funded a limited number of “Packaged Options.”**

OPTIONS A and B

To continue what has previously been made available during the first part of the 2000-2001 school year and in 1999-2000, schools have the option of applying for a **Planning/Organizing Grant** (Option A) or a **“Do Your Own Thing” Implementation Grant** (Option B), tailored to site needs and/or existing site programs.

OPTION C - NEW!

Schools may select Option C and choose from one of several new **“Packaged” Grant** programs that are now being offered to schools that wish to conduct specific programs and/or activities with parents. For each of both elementary and secondary levels in the district, there are four available “Packaged” Grant programs/activities from which to select.

HOW CAN SCHOOLS GET STARTED?

I. What Is A Matching Grant?

- Beginning September 1999, Parent Involvement Matching Grants became available for at least three years to help build the capacity of school staff and parents to work together to increase student achievement. School teams of parent, teacher, and staff representatives working together are invited to apply for funds to support the involvement of large numbers of parents in their children's education. Their involvement must be aimed at increasing student achievement with a suggested emphasis on building literacy skills.
- A Review Committee of parents, community members, and district staff will award funds to schools based on the quality of the school's proposal (see the attached application and requirements) and the availability of district grant funds remaining for this school year. *Upon approval of the application this school year, schools may take up to a full year to complete the activities included in the proposal.*
- Schools are advised that there is now a limited amount of available funds dedicated to each of the three grant options described below. It is important that schools understand this distinction and recognize that **the distribution of funding for the grant options is now competitive and limited to the amount of available funding specifically designated for Title I/SCE funded schools, and the amount specifically designated for schools which do not qualify for Title I/SCE programs.**

II. What Is the Amount of Funding Available from the District?

Grant amounts will range from \$1,500 to \$8,000, depending on the Option selected (and in some instances the total school enrollment). **Schools are required to fund only 20% of the total value of the grant.** Schools which receive either Title I or State Compensatory Education (SCE) funds can use their Title I/JD or SCE/WI budgets to fund this 20% amount of the site contribution. Schools which do not receive Title I or SCE funds can fund the 20% amount of the site contribution by using other school budgets, site discretionary funds, or funds contributed by PTA/parent organizations or school foundations.

III. What Kind of Matching Grants Are Now Available?

There are now three different options available to schools which are applying for funding. Option A (formerly entitled Planning/Organizing Grant) and Option B (formerly entitled Implementation Grant) continue to be available to schools this school year. In addition, several fully-funded "Packaged" programs (Option C) became available in March 2001, and continue to be offered in 2001-2002 to schools that wish to conduct specific activities/strategies with parents. The available Options are described below:

- **OPTION A: Planning/Organizing Grant (\$1,500 value)**
School teams can choose to apply for a Planning/ Organizing Grant. This option recognizes the importance of building productive partnerships, determining needs, and securing the "buy-in" of all stakeholders before implementing ambitious parent involvement activities.

- **OPTION B: "Do Your Own Thing" Implementation Grant (\$5,000 value)**
School teams should apply for an Implementation Grant if they have agreed upon and developed their own unique activities/strategies for parents and are ready to implement them.

- **OPTION C: "Packaged" Grant (values listed below)**
Schools may select Option C and choose from one of several new "Packaged" Grant programs that are now being offered to schools. For each of both elementary and secondary levels in the district, there are four available "Packaged" Grant programs (see attachments for details) from which to select if the school decides to choose Option C:

Elementary Level (schools choose one of the following under Option C):

1. "Passport to Literacy" program (\$4,000 value)
2. "Literacy Bags" home learning materials (\$5,000-\$7,000 value*)
or "Literacy Bags II" Year Two home learning materials (\$3,500-\$5,000 value*)
3. Parent-Teacher Communication (\$6,000-\$8,000 value*)
4. Parent Institute for Quality Education
(up to \$4,000 value, equal to 1/2 of total cost of PIQE Program)

Secondary Level (schools choose one of the following under Option C):

1. "Literacy Survival Kit" program (\$3,000 value)
2. Study Skills program (\$3,000 value)
3. Parent-Teacher Communication (\$6,000-\$8,000 value*)
4. Parent Institute for Quality Education
(up to \$4,000 value, equal to 1/2 of total cost of PIQE Program)

*value based on total student enrollment

IV. What Is The Deadline For Submitting Parent Involvement Matching Grant Applications?

During the 2001-2002 school year, there will be two separate opportunities (*FALL and SPRING*) for schools to submit an application to receive grant funds (one grant award per school year):

- ✓ ***FALL Applications must be submitted on or before NOVEMBER 9, 2001***
- ✓ ***SPRING Applications must be submitted on or before APRIL 26, 2002***

Please send completed applications to:

Parent Involvement Matching Grants Review Committee
Parent Involvement Department, Room 3126
Eugene Brucker Education Center

V. What Do Schools Need To Do?

1. Schools are encouraged to form a school team with parents, teachers, and other school staff to review the grant application guidelines and conduct further planning.
2. You may wish to attend a **Matching Grant Planning Meeting** on **October 17, 2001, at the Eugene Brucker Education Center Auditorium, 10:00-11:30 a.m. or 3:00-4:30 p.m.**, to learn more about the program.
3. If you have questions or need additional information, please call **Doug Neel** at the Parent Involvement Department, Room 3126, Education Center **(619) 725-5615**.



Passport to Literacy

Matching Grant Option C: Elementary

Passport to Literacy, developed by the Parent Involvement and Support Department, is a series of four one-hour workshops that take parents and children on a “trip” through the world of literacy. Supporting the literacy approaches of the Institute for Learning (**Read Aloud, Word Study, Modeled Writing, and Shared Writing**), families will have fun traveling through the literary genres of Folktales, Family Stories, and Poetry led by trained site staff, acting as “tour guides.” After visiting the land of reading, writing, listening and speaking (with activities based on the district’s Language Arts Standards), parents and children receive stamps of accomplishment in their “Literacy Passports.”

The entire program comes “trip ready” in a “suitcase” packed with eight books, lesson plans, posters, and blackline masters for handouts and transparencies. Workshop materials also include:

- *Language Arts Standards Booklet: Home Learning Activities for Families*, a resource booklet for parents.
- *Parents and Schools: Partners in Literacy*, a short (11minute) video that summarizes for parents the five components of district’s literacy framework. Elementary and secondary versions are available (Spanish and English).
- *Recruiting Families for School Events: Ten Steps for Success*, a guidebook containing strategies to conduct successful school events and activities for parents and families.
- *Childcare for All Seasons: Literacy-Based Activities*, a guidebook designed to assist the staff in charge of childcare during parent events by providing meaningful literacy-based activities for children ages 4 through 8.

Each “leg of the trip” will end with travel tips and “souvenirs” for bringing literacy strategies home.

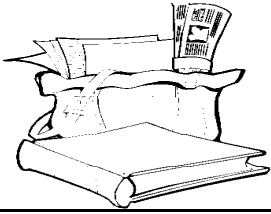
Site personnel are responsible for organizing and implementing the program. For materials and assistance please contact the Parent Involvement Department (619) 725-5610.

The value of this Matching Grant Package is \$4,000

School Contribution is 20% of the grant value

Sample Budget

| | |
|---|----------------|
| • Materials <i>Passport to Literacy</i> kit | \$275 |
| • Stipends for four teachers to present four workshops. | \$1,325 |
| • Site workgroup to develop/prepare/organize presentations | \$900 |
| • Childcare for 4 sessions | \$400 |
| • Refreshments for workshops | \$500 |
| • Miscellaneous supplies | \$600 |
| Total: | \$4,000 |



Literacy Bags

Matching Grant Option C: Elementary

This matching grant package will provide funding for sites to develop a schoolwide check-out program and provide parents with “hands-on/family friendly” home learning materials (**Literacy Bags**) to support student literacy and classroom achievement in Language Arts. Parents receive training in English and Spanish in how to use the materials to support literacy and develop oral communication skills with their children.

The site is responsible for:

- determining the contents of the Literacy Bags
- assembling and organizing the Literacy Bags by grade level and languages appropriate for the school
- developing a check-out system
- introducing the Literacy Bags to the parents.

For assistance please contact the Parent Involvement Department (619) 725-5615.

The value of this Matching Grant Package is \$5,000 to \$7,000 based on school enrollment

| |
|------------------------------------|
| 0 to 600 students - \$5,000 |
| 600 to 1,000 students - \$6,000 |
| 1,000 students and above - \$7,000 |

School Contribution is 20% of the grant value

Sample Budget

- | | |
|--|----------------|
| • Workgroups to develop/prepare/organize Literacy Bags and parent presentation | \$1,500 |
| • Stipend for teachers to conduct parent presentation | \$360 |
| • Childcare for the parent presentation | \$40 |
| • Refreshments for the presentation | \$100 |
| • Supplies for Literacy Bags (books, puppets, flashcards, and clipboards with reading and handwriting worksheets, etc.) | \$3,000 |

Total: \$5,000

Literacy Bags II

Year Two Home Learning Materials

Matching Grant Option C: Elementary

This matching grant package will provide funding for sites to **continue** a schoolwide check-out program and provide parents with “hands-on/family friendly” home learning materials (**Literacy Bags**) to support student literacy and classroom achievement in Language Arts. Parents receive training in English and Spanish in how to use the materials to support literacy and develop oral communication skills with their children.

The site is responsible for:

- the contents of the Literacy Bags
- assembling and organizing the Literacy Bags by grade level and languages appropriate for the school
- reviewing the check-out system
- reviewing the Literacy Bags with the parents.

For assistance please contact the Parent Involvement Department (619) 725-5615.

The value of this Matching Grant Package is \$3,500 to \$5,000 based on school enrollment

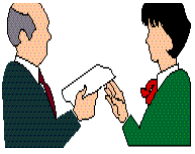
| |
|------------------------------------|
| 0 to 600 students - \$3,500 |
| 600 to 1,000 students - \$4,250 |
| 1,000 students and above - \$5,000 |

School Contribution is 20% of the grant value

Sample Budget

- | | |
|--|----------------|
| • Workgroups to prepare/organize Literacy Bags and parent presentation | \$1,000 |
| • Stipend for teachers to conduct parent presentation | \$360 |
| • Childcare for the parent presentation | \$40 |
| • Refreshments for the presentation | \$100 |
| • Supplies for Literacy Bags (books, puppets, flashcards, and clipboards with reading and handwriting worksheets, etc.) | \$2,000 |

Total: \$3,500



Parent-Teacher Communication

Matching Grant Option C: Elementary

The Parent-Teacher Communication Package is designed to provide funding to organize and implement a plan to increase communication between teachers and the parents.

This package includes funds for:

- the principal and a representative group of teachers to develop a strategic plan which will enable teachers to meet with parents to discuss at what levels their children are performing and what students and parents can do to increase achievement levels. (Students “at risk” academically must be given priority).
- compensation for teachers to do individual conferences or meet with groups of parents.
- development/preparation of materials to give to parents and students.
- hourly pay for clerical assistance to schedule the conferences/meetings and provide record keeping assistance.

For assistance contact the parent Involvement Department at (619) 725-5617.

The value of this Matching Grant Package is \$6,000 to \$8,000 based on school enrollment

| |
|------------------------------------|
| 0 to 600 students - \$6,000 |
| 600 to 1,000 students - \$7,000 |
| 1,000 students and above - \$8,000 |

School Contribution is 20% of the grant value

Sample Budget

- | | |
|--|----------------|
| • Workgroup to develop/organize/plan for parent-teacher conferences/meetings | \$400 |
| • Workgroup to develop/prepare/order materials for conferences/meetings | \$500 |
| • Materials for conferences/meetings (paper, supplies, flashcards, dictionaries, books, etc...) | \$500 |
| • Stipends for teachers to meet with parents after school hours | \$4,000 |
| • Organization/record keeping assistance (hourly clerical pay to schedule meetings, make reminder calls, prepare materials, manage time cards and collect teacher record keeping forms) | \$600 |

Total: \$6,000

Parent Institute for Quality Education

Matching Grant Option C: Elementary

Parent Institute for Quality Education (PIQE) is a community-based organization that provides parent education classes designed to help parents understand how to support their children's education and understand the educational system. Parent classes at the elementary level emphasize helping parents build their children's literacy skills; and at the secondary level emphasize how to support good study skills, communication skills and prepare for college.

PIQE conducts classes in English, Spanish and other languages as needed.

The principal and teachers will be provided an opportunity to meet with PIQE trainers to recommend topics to be covered during the parent classes. Teachers will receive outlines of class sessions so they will know what parents are learning and which parents are attending. In addition, the package includes stipends for up to 4 teachers or staff members (2 of the 4 *must* be teachers with the option of providing the other stipends to a counselor, parent involvement coordinator or other staff member) to attend at least 6 of the 9 parent class sessions. (Principals should plan to attend at least the first session to welcome parents, and the graduation session.)

Site personnel are responsible for:

- working with the PIQE contact person to schedule the parent education classes
- scheduling the PIQE contact person to meet with the school staff
- selecting 4 staff members to attend the parent education classes
- arranging for childcare and refreshments.

For assistance please contact the Parent Involvement Department at (619) 725-5608 or PIQE at (858) 483-4499 or e-mail: patymayer@ixpres.com

The value of this Matching Grants Package is \$4,000 (half of the total cost of PIQE Program)

School Contribution is 20% of the grant value

Sample Budget

| | |
|--|----------------------|
| • Classes and materials to graduate 100 parents | \$2,500 |
| • Stipends for 4 teachers/staff members to attend at least 6 class sessions | \$600 |
| • Childcare for 9 sessions (approximately 60-70 children) | \$700 |
| • Refreshments (beverages for all classes and cake for graduation session) | \$200 |
| | Total \$4,000 |



Literacy Survival Kit

Matching Grant Option C: Secondary

The Literacy Survival Kit for Parents and Teens: Dynamic Mini Study Skills for Creating Strategic Learners includes all the information and materials needed to conduct trainings for parents and secondary students. In addition the kit includes *Parents and Schools: Partners in Literacy*, an 11 minute video that summarizes for parents the five reading components of the district's literacy framework: Read Aloud, Word Study, Shared Reading, Guided Reading and Independent Reading.

The workshops focus on the following two concepts:

Using Reading Response Journals with Fiction (1 or 2 sessions) - Introduces parents and students to using a Reading Response Journal as a tool for connecting reading, writing, listening, and speaking by responding to a shared piece of high-interest fiction.

Using Graphic Organizers with Nonfiction (1 session) - A successful student is a strategic learner: a student who engages in a variety of self-regulated strategies (behaviors) which help him or her to learn more effectively. Low achievers do not use these strategies nearly as often as successful students do. Since successful students find ways to rearrange instructional material to improve their learning, this workshop explores the use of graphic organizers as one study stool students can use to perform and reorganize information in order to make it their own, a big step in becoming a strategic learner.

Site personnel are responsible for organizing and implementing the program. For materials and assistance please contact the Parent Involvement Department (619) 725-5610.

The value of this Matching Grant Package is \$3,000

School Contribution is 20% of the grant value

Sample Budget

| | |
|---|----------------------|
| • Workgroups to/prepare/organize presentations | \$750 |
| • Stipends for two teachers to present three workshops | \$1,000 |
| • Childcare for 3 sessions | \$100 |
| • Refreshments for workshops | \$250 |
| • Literacy Survival Kit and miscellaneous supplies | \$500 |
| • Parent recruitment (mailing flyers home, reminder phone calls, etc...) | \$400 |
| | Total \$3,000 |



Study Skills

Matching Grant Option C: Secondary

Study Skills is a series of three workshops (two hours each) designed to provide parents with resources to help assist their children with active listening skills, time management, note taking and preparing for standardized and classroom tests. *Study Skills* will help parents to “set the stage” at home for successful study habits and become more involved in the learning process. Participants will practice specific study skills and test-taking strategies and learn ways to reduce “test anxiety.”

Site personnel are responsible for organizing and implementing the program. For workshop training, materials and assistance please contact the Parent Involvement Department (619) 725-5617.

The value of this Matching Grant Package is \$3,000

School Contribution is 20% of the grant value

Sample Budget

| | |
|---|-----------------------|
| • Workgroups to be trained/plan/organize the workshops | \$900 |
| • Stipend for three teachers to present the workshops | \$500 |
| • Refreshments | \$200 |
| • Childcare | \$100 |
| • Workshop materials and supplies | \$700 |
| • Parent recruitment (mailing flyers home, reminder phone calls, etc.) | \$600 |
| | Total: \$3,000 |



Parent-Teacher Communication

Matching Grant Option C: Secondary

The Parent-Teacher Communication Package is designed to provide funding to organize and implement a plan to increase communication between teachers and the parents.

This package includes funds for:

- the principal and a representative group of teachers to develop a strategic plan which will enable teachers to meet with parents to discuss at what levels their children are performing and what students and parents can do to increase achievement levels. (Students “at risk” academically must be given priority).
- compensation for teachers to do individual conferences or meet with groups of parents.
- development/preparation of materials to give to parents and students.
- hourly pay for clerical assistance to schedule the conferences/meetings and provide record keeping assistance.

For assistance contact the parent Involvement Department at (619) 725-5617.

The value of this Matching Grant Package is \$6,000 to \$8,000 based on school enrollment

| |
|------------------------------------|
| 0 to 600 students - \$6,000 |
| 600 to 1,000 students - \$7,000 |
| 1,000 students and above - \$8,000 |

School Contribution is 20% of the grant value

Sample Budget

| | |
|--|-----------------------|
| • Workgroup to develop/organize/plan for parent-teacher conferences/meetings | \$400 |
| • Workgroup to develop/prepare/order materials for conferences/meetings | \$500 |
| • Materials for conferences/meetings (paper, supplies, flashcards, dictionaries, books, etc...) | \$500 |
| • Stipends for teachers to meet with parents after school hours | \$4,000 |
| • Organization/record keeping assistance (hourly clerical pay to schedule meetings, make reminder calls, prepare materials, manage time cards and collect teacher record keeping forms) | \$600 |
| | Total: \$6,000 |

Parent Institute for Quality Education

Matching Grant Option C: Secondary

Parent Institute for Quality Education (PIQE) is a community-based organization that provides parent education classes designed to help parents understand how to support their children's education and understand the educational system. Parent classes at the elementary level emphasize helping parents build their children's literacy skills; and at the secondary level emphasize how to support good study skills, communication skills and prepare for college.

PIQE conducts classes in English, Spanish and other languages as needed.

The principal and teachers will be provided an opportunity to meet with PIQE trainers to recommend topics to be covered during the parent classes. Teachers will receive outlines of class sessions so they will know what parents are learning and which parents are attending. In addition, the package includes stipends for up to 4 teachers or staff members (2 of the 4 *must* be teachers with the option of providing the other stipends to a counselor, parent involvement coordinator or other staff member) to attend at least 6 of the 9 parent class sessions. (Principals should plan to attend at least the first session to welcome parents, and the graduation session.)

Site personnel are responsible for:

- working with the PIQE contact person to schedule the parent education classes
- scheduling the PIQE contact person to meet with the school staff
- selecting 4 staff members to attend the parent education classes
- arranging for childcare and refreshments.

For assistance please contact the Parent Involvement Department at (619) 725-5608 or PIQE at (858) 483-4499 or e-mail: patymayer@ixpres.com

The value of this Matching Grants Package is \$4,000 (half of the total cost of PIQE Program)

School Contribution is 20% of the grant value

Sample Budget

| | |
|--|----------------------|
| • Classes and materials to graduate 100 parents | \$2,500 |
| • Stipends for 4 teachers/staff members to attend at least 6 class sessions | \$600 |
| • Childcare for 9 sessions (approximately 60-70 children) | \$700 |
| • Refreshments (beverages for all classes and cake for graduation session) | \$200 |
| | Total \$4,000 |

**2001-2002 School Year
PARENT INVOLVEMENT MATCHING GRANTS**

APPLICATION FOR FUNDING

VISION

The Parent Involvement Matching Grant Program supports comprehensive strategies that:

- establish parents and school staff as partners in defining and addressing needs of the site;
- identify unengaged parents and develop approaches for involving them in the school community;
- improve student achievement;
- build organizational structures that involve parents in a growing variety of functions/roles with the school;
- and over time, demonstrate growth in all of these areas.

DIRECTIONS

- Your application, which includes the information requested in questions 1-4 (page 3 of 3), must not exceed three (single-sided) pages. This does not include the cover sheet information/signatures (page 2 of 3).
- During the **2001-2002 school year**, there will be **two separate application opportunities** (**FALL and SPRING**) for schools to submit an application to receive grant funds:
 - ✓ **FALL Applications must be submitted on or before NOVEMBER 9, 2001**
 - ✓ **SPRING Applications must be submitted on or before APRIL 26, 2002**Schools can receive only one grant award per school year (unless an application is approved in the Fall to receive a Planning/Organizing Grant [Option A], and a subsequent application to receive an Option B or Option C grant is submitted in the Spring).

- The completed application must be sent to:

**Parent Involvement Matching Grants
Review Committee**
Parent Involvement Department
Eugene Brucker Education Center - Room 3126

SAN DIEGO CITY SCHOOLS

**2001-2002 School Year
Parent Involvement Matching Grants
APPLICATION FOR FUNDING**

1) School: _____ Date: _____

Check here if school receives Title I or SCE funding during 2001-2002

2) Matching Grant **OPTION** requested (check one Option only):

OPTION A: Planning/Organizing Grant (\$1,500 value)

OPTION B: "Do Your Own Thing" Implementation Grant (\$5,000 value)

OPTION C: "Packaged" Grant Program (check one program only, below):

ELEMENTARY:

"Passport to Literacy" program (\$4,000 value)

"Literacy Bags" home learning materials program (\$5,000-\$7,000 value*)

"Literacy Bags II" Year Two home learning materials program (\$3,500-\$5,000 value*)

Parent-Teacher Communication (\$6,000-\$8,000 value*)

Parent Institute for Quality Education (up to \$4,000 value, equal to 1/2 of total cost of PIQE Program)

SECONDARY:

"Literacy Survival Kit" program (\$3,000 value)

Study Skills (\$3,000 value)

Parent-Teacher Communication (\$6,000-\$8,000 value*)

Parent Institute for Quality Education (up to \$4,000 value, equal to 1/2 of total cost of PIQE Program)

*value based on total student enrollment

3) Funding Breakdown:

VALUE of Grant OPTION selected: a) _____

minus AMOUNT of SITE CONTRIBUTION to receive funds: b) _____
(this amount equals **20%** of value of OPTION)

Funding source/s of site contribution: _____

equals TOTAL AMOUNT REQUESTED: c) _____

(a minus b = c)

SIGNATURES

The following signatures are required (unless the school is not required to have an SSC/SAC or ELAC). If there are other appropriate signatures to add, please add them under number 6 below.

1. _____
Principal

2. _____
SSC/SAC Chairperson

3. _____
Governance Team Chairperson

4. _____
Parent Involvement Liaison

5. _____
ELAC Chairperson

(6). _____
(Name) (Title)

Parent Involvement Matching Grants 2001-2002 APPLICATION FOR FUNDING

PLEASE READ THOROUGHLY AND PROVIDE THE INFORMATION REQUESTED BELOW, identifying your responses to correspond with the numbers/letters indicated.

Your application must not exceed three (single sided) pages.

Keep in mind the following when selecting a grant OPTION:

- a.** Activities proposed should be practical. The connection between what is proposed and the ultimate objective of increasing student achievement must be strong.
- b.** Activities proposed should involve large numbers of parents (including the previously unengaged parents) or be designed to build the capacity to do so.

1. Please provide:

- A.** A brief description of the composition of your school team and how this group was put together to design a plan and provide oversight to the activities funded under the grant. *School teams should include representatives from both parent and staff (administrators, teachers, support staff) stakeholder groups at the school.*
- B.** A brief description of your school's current level and quality of parent involvement (please be frank and genuine in this assessment, this information will not negatively affect your application).*
**For schools which have previously received Matching Grant funds during the 1999-2000 or 2000-2001 school year: Please see the attached evaluation outline and include a summary evaluation of the completed programs/activities previously funded by the grant. How is the information collected from this evaluation being used to inform the school team about what should be strategized for this year's programs/activities? How will the new proposed activities connect to and build upon the programs/activities previously funded by the grant?*
- C.** A description of what you plan to accomplish through use of the grant funds.

2. Please describe how the school's proposed activities will support and advance the VISION of the Parent Involvement Matching Grant Program.
(See VISION statement on previous page 1 of 3)

3. Please provide a proposed budget for expenditure of the grant funds.
(For Option C "Packaged" Programs, see sample budgets on Option C attachments)

4. Schools are required to identify a Parent Involvement Liaison to be the contact person for the grant. Please provide the name of the school's designated Parent Involvement Liaison (staff member or parent) and position/title, if applicable.

San Diego City Schools
Parent Involvement Matching Grants
EVALUATION OF MATCHING GRANT PROGRAM

1. Quality and Quantity

- Quality: Were the intended outcomes for participating parents met (or exceeded) after conducting the grant-funded activities? Please discuss.
- Quantity: Were the school's pre-implementation goals for the target number of participating parents met (or exceeded) after conducting grant-funded activities? Please discuss.

2. Building Relationships

- In what specific ways have the grant activities/strategies helped to build parent/staff relationships and establish parents and school staff as partners in increasing the academic achievement of students?
- What challenges did/do you face in trying to accomplish this objective?

3. Engaging All Groups of Parents

- In what specific ways did the grant activities/strategies help to engage particular group(s) of parents who have not been previously very involved in parent activities?
- What challenges did/do you face in trying to accomplish this objective?

4. Improving Student Achievement

- In what specific ways have the grant activities/strategies contributed to attitudinal and/or academic changes for students of participating parents? (i.e., improved attitude about school work, higher rate of homework completion, higher grades/test scores, increased attendance, decreased counselor referrals, etc.)
- What challenges did/do you face in trying to accomplish this objective?

5. Building Organizational Structures

- In what specific ways have the grant activities helped to build organizational structures that involve parents in a growing variety of functions/roles with the school?
- What challenges did/do you face in trying to accomplish this objective?

6. Planning for Year Two Activities

- Overall, what were the key strengths of the year one grant activities?
- Overall, what were the key weaknesses and areas that need to be improved of the year one grant activities?
- How will the school use the evaluation findings to better determine what activities/strategies should be planned and conducted during Year Two of the Parent Involvement Matching Grant program?