

POLICY MANUAL

District Wide Parental Involvement Policy

PART I. GENERAL EXPECTATIONS

The **Gilmer County Board of Education** agrees to implement the following statutory requirements:

- The school district 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 school district 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 include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this district 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 school district 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.
- 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 school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 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.
- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

(A) that parents play an integral role in assisting their child's learning;

(B) that parents are encouraged to be actively involved in their child's education at school;

(C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;

(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

- The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

PART II. DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The **Gilmer County Board of Education** will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA:
 - The district federal programs director will solicit parent and community input in Title I program through a newspaper article printed in the local paper.
 - Each Title I school and the LEA operate with the input / guidance from the County Strategic Planning / Support Team.
 - Title I schools will include parents on their committee to write / revise the parent involvement policy for each school.
 - One or more parent representative will serve on the Strategic Planning team at the school and county levels.
2. The **Gilmer County Board of Education** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - The district federal programs director will solicit parent and community input in Title I program through a newspaper article printed in the local paper.
 - Title I schools will annually survey parents to determine needs and preferences as the planning team and LEA (County) write / update the Schoolwide Title I plan.
 - Each Title I school will conduct an Annual Review of the Title I plan. All parents will be notified of the date and time of the Annual Review meeting.
3. The **Gilmer County Board of Education** 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 academic achievement and school performance:
 - The Title I Director and Title I staff will collaborate regularly with the Local School Improvement Councils and local PTA / PTOs to overcome barriers to parent participation at the school level
 - The Title I Director will work with the Title I staff at the school level to provide resources and staff development for teachers to train parents to work with their child(ren)
 - The LEA will provide a monthly professional development newsletter to enable teachers to work effectively with parents to promote academic growth
 - The Title I Director will purchase and distribute a monthly newsletter and other information to the Title I schools that will enable them to meet the needs of parents as they work with the child at home
 - The Title I Director will provide technical support and leadership to the schools and their Title I personnel as they work with the parents in the schools to improve achievement.
4. The **Gilmer County Board of Education** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: Head Start, Reading First, Foster Grandparents, PreK Transition by:
 - Scheduling Sessions (Birth Start) for parents with children Birth to 4 twice a month at each Title I school.
 - Supporting PreK Transition / Home Visits
5. The **Gilmer County Board of Education** will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the

quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater 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). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

- Title I schools will annually survey parents to determine needs and preferences as the planning team and LEA (County) write / update the Schoolwide Title I plan.

1. The **Gilmer County Board of Education** will build the schools' and parent's 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, through the following activities specifically described below:

- A. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --
- the State's academic content standards,
 - the State's student academic achievement standards,
 - the State and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child's progress, and
 - how to work with educators:
- Report cards will be sent home 4 times a year.
 - Parent-teacher conferences will be held twice a year. Students may be included as necessary. Each teacher will be available for additional conferences as needed.
 - A monthly county-wide newsletter will be distributed to all Title I parents.
 - A parent workshop about understanding the WESTEST, CSOs, and the School Report Card will be conducted at each Title I school.
- B. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
- Title I will provide a parent information center in each school.
 - A monthly county-wide newsletter will be distributed to all Title I parents.
 - Take home videos on a variety of subjects may be borrowed from each school.
- C. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- Parents As Partners to Improve Achievement sessions will be conducted by Reading Mentor teachers at Reading First schools.
- D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- Sessions (Birth Start) for parents with children Birth to 4 will be held twice a month at each school.
- E. The school district will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- Schoolwide and LEA project information will be available at each school and the county office.

- Each school will distribute its parent policy, school-parent compact, and planned parent activities to all parents.
- A county-wide newsletter will distributed to parents.
- The LEA will support the creation of school and county web pages to make information available to parents.
- News and announcements will be sent to the local newspaper.
- Reasonable support and money will be available for activities parents may initiate.

PART III. DISCRETIONARY DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

Gilmer County Schools, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- Frequent and regular conferences and training sessions that are varied in time and place to meet the needs of the parents will be conducted in each Title I school
- Provide information related to the child's academic performance through the review of WESTEST, DIBELS and the WV Writing Assessment reports.
- Provide technical assistance, when needed, to Title I schools that will assist parents in their knowledge and understanding of their child's academic performance.

Notice to parents of all students attending Gilmer County Schools:

The Gilmer County Board of Education is required to notify parents that they have the right to request and receive information on the professional qualifications of their children's classroom teachers and paraprofessionals. If you have questions, please contact the school principal.

PART IV. ADOPTION

This District wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by agenda and minutes of Title I schools' LSIC meetings and Title I Annual Review Meetings.

This policy is currently under review by the **Gilmer County Board of Education** on March 3, 2008, and, when adopted, will be in effect for the period of one year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before September 30 of the current school year.



(Signature of Authorized Official)

3-25-08
(Date)

Placed on Review: 2-12-08

Adopted: 3-25-08