

Charlton County District Wide Parental Involvement Policy

CHARLTON COUNTY SCHOOL SYSTEM

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PART I. GENERAL EXPECTATIONS

The Charlton County School District 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 of immigrants, 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 –

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(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.

PART II: IMPLEMENTATION

1. The Charlton County School District 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:
 - a. The Charlton County School District will convene a District-Wide Parent Involvement Committee of Stakeholders
 - b. Committee members will include parents from all schools.
 - c. The committee of Stakeholders will meet no less than annually to review/revise the District-Wide Parent Involvement Policy.
 - d. The committee will send copies of the District-Wide Parent Involvement Policy annually to the Parent Involvement Committees at each school.
 - e. The parent involvement committees of each school will provide copies of the district policy for parents at all parent involvement activities.
 - f. A copy of the District Parent Involvement Policy will be sent home to parents of all Title I students on the first day of school annually.
 - g. A member of the committee of Stakeholders or a designee will annually address a collective group of parents at each school to
 1. formally present the District-Wide Parent Involvement Policy to parents
 2. explain how parents can provide feedback on the policy
 3. encourage parents to provide feedback on the district policy
 - h. The committee of Stakeholders will consider all parent recommendations or comments when reviewing/revising the District-Wide Parent Involvement Policy.
2. The Charlton County School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - a. The district-wide committee of Stakeholders will review annually the College and Career Readiness Performance Index (CCRPI) reports for the schools.

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- b. Principals will share the results of the local annual review with their stakeholders, including parents, to ensure the inclusion of parents in:
 - 1. the continuous refinement of the programs of instruction to help students meet the state's adequate yearly progress requirements
 - 2. a review of the effectiveness of the actions and activities the schools are implementing with respect to parent involvement.
- c. The local education agency will continue to inform the public annually of the results of the CCRPI report for each of the district's schools
- 3. The Charlton County School District 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:
 - a. The local education agency will provide guidance, technical assistance, and support to maintain a Parent Involvement Committee, which must include parents, in each of the system's Title I schools.
 - b. The local education agency will support the use of Title I funds to provide for a Parent Involvement Committee Coordinator at each Title I school to coordinate activities for the committees and to serve as liaisons between the committees and the school and district administrations.
 - c. A district administrator or designee will meet annually with each Parent Involvement Committee to provide support and offer technical assistance and guidance as needed for the planning and implementation of program improvements for increasingly effective parent involvement programs in the Title I schools.
 - d. To facilitate program improvements, a district administrator or designee will meet with the parent involvement committees of each Title I school to:
 - 1. review the district-wide Title I parent involvement plan
 - 2. solicit parent and committee input for revisions to the plan
 - 3. be advised of additional district wide support and technical assistance needs
 - 4. advise the committee of additional supports and technical assistance available from the district level
 - e. A district administrator or designee will address a collective group of parents at each Title I school annually to:
 - 1. explain the Title I program and its requirements
 - 2. present the district-wide Title I parent involvement plan
 - 3. encourage parent participation in parent involvement activities at the school and district levels
 - 4. explain how parents can provide input on the materials needed in the parent resource center
 - 5. encourage input from parents on materials/resources needed in the parent resource center

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4. The Charlton County School District will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: Head Start and State-operated preschool programs, by:
 1. communicating with the Family Connections Council
 2. coordinating with both Head Start and preschool teachers in the planning of parent involvement activities
 3. distributing information on parent involvement activities to all parties
5. The Charlton County School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policies 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 policies 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.
 - a. A member of the district-wide committee of Stakeholders will meet no less than annually with the parent involvement committee in each Title I school for the purpose of discussing the effectiveness of the parent involvement program and to receive input.
 - b. A member of the district-wide committee of Stakeholders will address parents of Title I schools no less than annually for the purpose of presenting the district's parent involvement policy for input to improve its effectiveness and to encourage parent input for suggested changes to the policy.
6. The Charlton County School District will 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 schools involved, the parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - A. The Charlton County 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 one or more of the actions described in this paragraph –
 1. the State's academic content standards
 - a. Annual Title I parent meeting
 - b. PTO activities
 - c. Parent Involvement workshops
 - d. Information sent home
 - e. Providing information for on-line access
 - f. Local media
 2. the State's student academic achievement standards

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- a. Annual Title I parent meeting
 - b. PTO meetings
 - c. Parent Involvement activities
 - d. Local media
 - e. Information sent home
 - f. Parent conferences
 3. the State and local academic assessments including alternate assessments
 - a. Annual Title I parent meeting
 - b. PTO meetings
 - c. Parent Involvement activities
 - d. IEP meetings
 - e. Stakeholders' meetings
 - f. Individual parent conferences
 4. the requirements of Part A
 - a. Annual Title I parent meeting
 - b. School and district parent involvement activities
 - c. Title I parent/student compact
 - d. Parent communications
 - e. Parent newsletters
 - f. Parent meetings
 - g. Parent conferences
 5. how to monitor their child's progress
 - a. Parent University
 - b. PTO
 - c. Conferences
 - d. Parent to Parent program
 - e. Written communications home (newsletters, agenda books)
 - f. Parent conferences
 - g. Parent involvement activities
 6. how to work with educators
 - a. Parent Involvement activities
 - b. Newsletters
 - c. Parent conferences
 - d. Counselors
 - e. SSTs
- 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:
1. providing a resource materials centers at each Title I school
 2. providing training for use of resource materials
 3. Parent Involvement training sessions

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- 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:
 - 1. system-wide Parent Involvement committee of Stakeholders
 - 2. school-wide Parent Involvement committee
 - 3. faculty meetings
 - 4. stakeholder and school improvement meetings
- D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, state-funded preschool and other programs, and conduct other activities, such as parent resource centers at each Title I school, that encourage and support parents in more fully participating in the education of their children, by:
 - 1. coordinating with Headstart & Pre-K programs
 - 2. coordinating with local Family Connections Council
 - 3. coordinating with Parent University Program
 - 4. coordinating with PTOs
- E. The school district will take one or more of 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: (Use TransAct provided through DOE, seek support through the Title III Consortium, and other available on-line translation programs as needed in languages identified through Home Language Surveys):
 - 1. newsletters
 - 2. media
 - 3. parent communications (notices, calendars, agenda books)
 - 4. school signs
 - 5. school webpage translator feature

PART III. DISCRETIONARY DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The District wide Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, 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:

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- Providing language development training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Providing from Title I, Part A funds for 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 in the Title I schools;
- In order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, conducting telephone conferences, 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;
- Adopting and implementing model approaches to improving parental involvement;
- Convening a district wide committee of Stakeholders to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

PART IV. ADOPTION

The District wide Parental Involvement Policy was originally developed jointly with, and agreed on by parents of children participating in Title I, Part A programs and who were members of the District Wide Title I Parental Involvement Advisory Committee in August of 2006.

The policy was adopted by the Charlton County School District on August 24, 2006 and is reviewed/revised annually by a committee of stakeholders. The school district distributes this policy to all parents of participating Title I, Part A children annually during the first week of school.

Dr. Susan D. Allen
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