

Chattahoochee County Districtwide Parental Involvement Policy

PART I

GENERAL EXPECTATIONS

[NOTE: Each district, in its Districtwide Parental Involvement Policy, must establish the district's expectations for parental involvement. *[Section 1118(a)(2), ESEA.]* There is no required format for these written expectations.]

The Chattahoochee County BOE 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 of 1965 (ESEA). These 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 districtwide 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.*

PART II.

DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICTWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The Chattahoochee County will take the following actions to involve parents in the joint development of its districtwide parental involvement plan under section 1112 of the ESEA:
 - *Set meeting date*
 - *Newspaper Article inviting parents to meeting*
 - *Brochure sent home announcing the meeting*
 - *Website*

The Title I Director will set the meeting date, give the information for the website and place an article in the paper. The Parent Coordinator will assist in sending the brochures home with the students. Brochures will also be placed in the Public Library, local Post Office and other areas where meetings are held.

2. The Chattahoochee County will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - *Set meeting date*
 - *Newspaper Article inviting parents to meeting*

- *Brochure sent home announcing the meeting*
- *Website*

The Title I Director will set the meeting date, give the information for the website and place an article in the paper. The Parent Coordinator will assist in sending the brochures home with the students. Brochures will also be placed in the Public Library, local Post Office and other areas where meetings are held.

3. The **Title Director** 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:

- *Provide feedback and results of surveys*
- *Coordinate with Parent Coordinator to provide workshops about Title I A and how it affects their child.*
- *Provide assistance when needed to provide workshops on subject based activities.*
- *Providing assistance with school-parent compacts*
- *Parent Volunteers*

The Title I Director will use Survey Monkey to develop and obtain feedback from surveys including Title I Parenting survey. The Parent Survey will be placed on the school's website for parents and community leaders to use. Paper copies of the survey will be sent home.

The Title I Director will attend any workshop concerning Title I A. Parents may call the Title I Director for clarifications or to make suggestions.

The Title I Director will work with Principals and the Parent Coordinator to define the needs of the school-parent compact. She will also attend any meetings with parents to clarify information.

The Title I Director will attend meetings in the community and speak about the schools and the needs of the schools. She will also explain the need for volunteers. All parents who wish to volunteer, must attend a volunteer program orientation session which will be held each year at the beginning of the school year. This orientation consists of how to work in the classroom with teachers and a tour of the school. A form will be filled out by each volunteer on the type of activities they feel comfortable participating in, this copy of this form is given to each teacher that the volunteer wishes to work with. Volunteers are encouraged to be on time and plan for the same day each time they come.

There are five main types of volunteer activities that include the following:

1. *Traditional volunteering, including assisting individual classroom teachers. This often has a direct impact on student learning, as these volunteers extend the supervision or resources available to teaching.*
2. *Organizing school events for the benefit of students. These might be special meals or lunches that enrich the learning experience of the school environment for children..*

3. *Organizing school events that bring families to the school. These might include an expanded meet-the-teacher night at the beginning of the school year to introduce parent to the culture of the school, art shows or concerts or guest speakers that will address both the children and parents.*
4. *Organizing or running fundraising programs to benefit the students within the school.*
5. *Bringing community resources into the school for the benefit of the students.*

4. The Parent Coordinator 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:
 - *Coordinating with Head Start Director and Pre-K Director parent workshops on Reading and Math skills*
 - *Coordinating transition activities from Head Start to Pre-K and from Pre-K to Kindergarten*

The Parent Coordinator will coordinate with Mrs. Walton, Principal Chattahoochee County Education Center and Mrs. Baker, Director of Head Start activities for transition from Head Start to Pre-K and from Pre-K to Kindergarten. Some of the activities include: participating for a day in the next grade level and following the schedule. Using the buddy system the students, follow the schedule for the day.

The Parent Coordinator invites the Pre-K and Head Start parents to attend Reading and Math workshops by sending a brochure home with the assistance of Mrs. Baker.

5. The Chattahoochee County 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.

At present, we have no ESOL or Migrant Students attending Chattahoochee County Education Center or Chattahoochee County Middle School, however, we would provide an interpreter, if needed, and a parent volunteer to help discuss the barriers for these two groups. All newsletters and other communication would be sent home with the student in the language spoken at home.

The evaluation for the other groups would be conducted by the Parent Coordinator. After the data is collected, the Title I Director will compile the information to be distributed at the parent meetings for revising the Parent Involvement Policy. If revisions are needed, then the parents will help design strategies for these parents to attend parent meetings.

1. The Chattahoochee County 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 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:

- *Subject based Make and Take activities.*
- *Helping with Homework*
- *School Success Series*
- *Helping Your Child take Standardized test*
- *Reading Skills*
- *Attend the State PIC Conference*
- *Open House*
- *School Site Activities*
- *Science Night*
- *Math Night*
- *Spring or Fall Festivals*
- *Classroom Volunteer*
- *Advisory Councils*
- *Media Center Volunteer*

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:

- Work with local library to set up computer training.
- Provide workshops on Reading skills and Math skills
- Provide materials for parents to take home to work with their child. (Books, math manipulatives and other grade level materials)
- Provide website link to GaDOE's PIC website
- Using the Systemic Family Engagement Guide

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:

- *Invite parents to speak with school staff and faculty to share a parent perspective and personal experiences on successful methods to develop effective school and parent partnerships.*
- *Provide information about communication between the District and schools to consistently share in multiple ways best practices and ideas how to effectively reach out to parents in a meaningful and productive manner.*

D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, 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:

- *Invite parents of upcoming students to participate in a guided tour and follow a sample student day.*
- *Provide information and resources to support school orientation for parents and students to assist in successful student transitions to school.*
- *Utilize a parent information center that provides parents with educational materials and resources as well as provides a gathering place at the school or parents to meet and volunteer.*

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:

- *Provide all parents with materials correspondence and information in appropriate languages according to the school population and a format that is family friendly.*

F. Provide other reasonable support for parental involvement activities under section 1118 as parents may request.

- *Hold meetings or workshops at different locations and times.*

- *Coordinate with other agencies to hold workshops or meetings on a variety of topics. Some of the agencies may include: Family Connections, Health Department or the Public Library.*

PART IV.

ADOPTION

This Districtwide 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 Martha Burgamy.

This policy was adopted by the Chattahoochee County School District on 05/27/2015 and will be in effect for the period of FY16. The school district will distribute this policy to all parents of participating Title I, Part A children on or before August 30, 2015.