

NORTHSIDE'S PARENT INVOLVEMENT POLICY

PART I. GENERAL EXPECTATIONS

Colleton 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. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements and include, as a component, a school-parent compact.
- The school district will incorporate this district wide parental involvement policy into its district plan.
- In carrying out the Title I, 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 in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the district plan for Title I developed 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 one 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 South Carolina.

PART II. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. Northside Elementary will take the following actions to involve parents in the joint development, review, and improvement of its school parental involvement plan:

- ✓ *A Parent Involvement Policy will be composed and adopted through input of stakeholders including teachers, administrators, community members, and parents.*
- ✓ *Parents will be notified that the Parent Involvement Policy is available for review, how it may be obtained for reviewing, and how and when to make suggestions to the Parental Involvement Policy by one or more of the following options autodialer, listserv, school newsletter, or school webpage.*
- ✓ *A copy of the Parental Involvement Policy will be available on the school's webpage for review.*
- ✓ *Parents may request a hardcopy of the Parental Involvement Policy to review.*
- ✓ *Parents may meet with school employees to discuss the Parental Involvement Policy during or after school hours by calling the school to schedule a time.*
- ✓ *By a specified date, parents may email comments/suggestions for change or send written comments/suggestions for change to the Parent Involvement Policy to the school's parent facilitator.*

2. Northside Elementary will take the following actions to involve parents in the process of school review and improvement:

- ✓ *The school will provide all parents with a copy of the school's AYP Report.*
- ✓ *Special awards that the school may receive during the year such as the Palmetto Achievement Award or Red Carpet Award will be publicized in the local newspapers, school newsletter, and school webpage.*
- ✓ *Parents will be provided via the School Improvement Council information on school progress and allowed input on decisions for school improvement.*
- ✓ *Parents will be provided with a school handbook that allows them to review school policies and they will be encouraged to make suggestions regarding policies to administrators via written communication, email, in person visits, and phone communication.*
- ✓ *Parents may meet with school employees to discuss school review or improvement during or after school hours by calling the school to schedule a time.*

3. Northside Elementary will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of Title I, and the right of the parents to be involved,

- ✓ *The school will provide information on Title I presented by a member of the Title I office during an annual evening meeting held prior to Oct. 31 at the school.*

4. Northside Elementary will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;

- ✓ *During parent teacher conferences, appointments will be scheduled at various times throughout the day. If parents are unable to attend during these times, parents may schedule a conference at their convenience, including after school hours as long as the teacher can be available.*
- ✓ *Northside provides an open-door policy in which parents may schedule appointments with administrators or other SIC and School Leadership members to discuss any school issue through the day and after school hours.*

5. Northside Elementary will provide the following necessary coordination, technical assistance, and other support in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- ✓ *The school will coordinate with the district to provide and promote parent meetings that give parents information on how to best help their child succeed in school.*

- ✓ *Opportunities will be given to allow parents to volunteer to assist with school functions such as chaperoning before and after school activities, helping in the classroom, reading with children, etc.*
- ✓ *The school will provide a list of activities parents can do within the school as volunteers. This list will be available via the school website.*

6. Northside Elementary 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.

- ✓ *To evaluate parental involvement activities, a parental involvement survey will be drafted by the parent facilitator and the parent advisory committee.*
- ✓ *The survey will be distributed by the parent facilitator and/or parent volunteers to parents by sending it home with all students.*
- ✓ *The parent facilitator will tally results of the parent involvement survey.*
- ✓ *Stakeholders via the School Improvement Council and School Leadership Team along with the parent facilitator and/or principal will discuss ways to address barriers noted in the parent involvement survey in order to increase parental involvement activities.*
- ✓ *Parents will be asked to make verbal or written suggestions to the parent involvement policy to either the school administration or the parent facilitator.*
- ✓ *If revisions are necessary, stakeholders via the School Improvement Council along with the parent facilitator and/or school administrator will meet and make necessary revisions.*
- ✓ *The school will submit any parent comments in which the parent finds the parent involvement policy unsatisfactory when the plan is made available to the district.*

1. Northside Elementary 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. Northside Elementary will provide assistance to parents of children served by the school 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 Title I,
- how to monitor their child's progress, and
- how to work with educators:

- ✓ *The school will provide parents with achievement scores annually and a certified member of the school faculty will be available to discuss content through in person visits, phone, or email.*
- ✓ *Parent teacher conferences will be conducted at least once per school year at various times throughout the day. If parents are unable to attend during these times, parents may schedule a conference at their convenience, including after school hour as long as the teacher can be available.*
- ✓ *Individual progress reports (i.e. report cards) will be given to parents four times per year.*
- ✓ *School administrators or faculty will be available to discuss academic standards, the curriculum used, and assessments with parents during and after school hours by appointment.*
- ✓ *Parents will be provided internet access to use tools available via the Department of Education.*
- ✓ *Information will be sent home with all students in grades 3-5 telling parents how to help their child prepare for state testing.*
- ✓ *A certified teacher will be available to consult with and mentor parents on how to assist their child with specific learning objectives.*

B. Northside Elementary will 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:

- ✓ *The school will promote district-wide parent education training workshops through notifications including the school's newsletter, parent listserv, and school website.*
- ✓ *The school will host family nights during the year such as Math and Science Night.)*
- ✓ *The school will have a parent resource center with numerous written parent resources that address topics related to a child's academic achievement and his physical and social development.*
- ✓ *The school's parent resource center will provide necessary manipulatives that parents may use with their child to promote academic achievement.*
- ✓ *Parents will be able to check out laptops with Orchard Software and study buddies from the district Title I Office. Parents will be informed of this via school newsletter, parent listserv, and/or school website.*
- ✓ *Teachers will be available to consult with parents concerning a child's achievement.*
- ✓ *The school will appoint a school employee to serve as parent facilitator to help parents in finding resources.*

C. Northside Elementary will, with the assistance from the district and of its 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:

- ✓ *The school will provide a handbook to parents that explains its policies and the best ways to communicate with the school.*

- ✓ Stakeholders via the SIC and School Leadership Team along with the parent facilitator and/or school administration will review policies and ensure that they foster parent school relationships and the school will revise any policies that hinder this effort.
- ✓ School faculty will be given an overview of the parent resource center and what is available so that they can direct parents to the center when they are in need.
- ✓ The school's parent facilitator will participate in district-wide meetings to discuss parental involvement issues within the school and across the district.

D. Northside Elementary 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:

- ✓ To the extent practicable, parents will be given the option to receive materials related to student achievement in different formats (i.e. Spanish) by requesting them.
- ✓ School faculty will assist parents with understanding content either in person, through mailings, email, or phone communications.
- ✓ Notices via school newsletter, parent listserv, and/or school website will be sent home by the parent facilitator informing parents of district-wide training opportunities.
- ✓ Notices via school newsletter, parent listserv, and/or school website will be sent home informing parents of current and upcoming school activities such as PTO meetings, awards programs, etc. A calendar bulletin board will be maintained in the front office that displays activities going on within the school.

**I have read, am in agreement with, and will support this Parent Involvement Policy as it is written. YES
NO**

If you do not agree with the Parent Involvement Policy, please submit the changes in writing and return them to our school.

Parent/Guardian Signature Child's School Date

Please return this signed policy to your child's school by October of each year.