

Lowndes County Schools

2016-2017

Title I

District Parent Involvement Policy

Mr. Wes Taylor, Superintendent



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2016-2017- Title I District Parent Involvement Policy for Lowndes County Schools (LCS)

Schools are eligible for Title I funding if 40% of their students qualify for free or reduced meals

1. The Lowndes County School System recognizes the need of a quality education for all children. The district also recognizes the legal and moral responsibility to put in place such programs, and the involvement of parents/guardians of Title I students in the process. Parental Involvement will include, but not be limited to establishing partnerships with schools, parents and community members while encouraging their participation in the design, implementation and evaluation of the Local Educational Agency's (LEA) Title I Parent Involvement Plan.

2. Lowndes County Schools (LCS) will develop jointly a District Parent Involvement Policy for all Title I Schools in our district. The following schools in Lowndes County School System are School-Wide Title I Schools: Lowndes Middle School, Clyattville, Lake Park, Moulton Branch and Pine Grove Elementary School. We will invite and encourage all parents to participate and give their input in revising and updating this document. Parents will also be invited and encouraged to give input on the update and or revision of the Continuous LEA Improvement Plan (CLIP), the Parent-Student-School Compact, the School-Wide Plan (SWP), the School Improvement Plan (SIP), the School Parent Involvement Policy and the One-Year Action Plan. If parents cannot attend the Parent Involvement Team meetings when these documents shall be updated and or revised, we will inform parents that draft copies of these documents are available at their child's school and at the Lowndes County Board of Education. Parents will be allowed to pick up a draft copies and send back their suggestions/comments by a specified date. These documents will be annually updated and or revised in the spring of each school year.

3. LCS will offer programs, activities, and procedures for the involvement of **ALL** parents in all of its Title I schools. The goal of parental involvement activities is to encourage and support the shared efforts of home, school, and community in improving the educational opportunities of all Title I students and to help them master demanding academic standards across the curriculum; Georgia Standards of Excellence (GSE). We want parents to understand their joint responsibility of educating their child. Parents can help support their child's learning by monitoring attendance, homework completion and by limiting television viewing. Parents should encourage daily reading and study time, volunteer at their child's school, when suitable and within school guidelines. When appropriate, parents should also participate in decisions relating to the education of their children and positive use of extracurricular time.

4. All Title I schools will hold an **Annual Title I Meeting** in the fall of each school year. During the meeting, each school is to inform parents about the guidelines, purpose, goals, budget and the expectations of the Title I program. Parents will be given the components of a Targeted Assisted and a School-Wide Title I School. Parents will be informed of their school's academic performance, qualification of teachers and paraprofessionals and their right to be involved. Parents will be made aware of their right to give input on the District and School Parent Involvement Policies, the One-year Action Plan, Parent-Student-School Compact, the School Improvement Plan (SIP), School-Wide Plan (SWP), and the Continuous LEA Improvement Plan (CLIP). Parent sign-in sheets, meeting agendas and advertisements are submitted to the district office. A written copy of information discussed at the Annual Title I Meeting will be sent home with every parent in attendance. Copies will also be made available to those who were not able to attend. When possible, special arrangements will be made for parents with disabilities, language barriers, and other special needs.

5. In the fall of each school year, the Title I District Parent Involvement Policy will be distributed to all parents: hard copies sent home with every student, by posting on the school and district website, copies available in the Parent Information Resource Center (PIRC) of each Title I School and copies available at the Lowndes County Board of Education. Additionally, parents may request an electronic copy. Parents/Guardian will sign and return a checklist

acknowledging they received a copy of the 2016-2017 District Parent Involvement Policy and other Title I documents. Spanish copies of the District Parent Involvement Policy are available.

6. According to Georgia's ESEA waiver, schools are now categorized as Priority, Focus, Alert or Reward. This waiver allows for greater flexibility in the way the state measures schools for accountability as well as added flexibility in the way schools, school districts and the state work to improve struggling schools. Currently, none of our Title I schools fall in the Priority, Focus, or Alert categories. Schools falling in the Reward category will be named at a later date. Parents will also receive notification of Parents' Rights to Request Teacher Qualifications. General information about Title I will be made available on the LCS website as well as, each Title I School's website.

7. In addition to working with all Title I Schools to ensure that all parents are invited and encouraged to participate annually in the process of developing, updating and or revising the District Parent Involvement Policy, the Title I office and District Parent Involvement Coordinator will provide technical assistance and make sure parents are involved in the development, updating and/or revising of the School Parent Involvement Policy, Parent-Student-School Compact, the one-year Action Plan, and parent involvement workshops and event opportunities. Further, we will solicit input from parents on how the reserved 1% of the Title I budget should be used for parental involvement. A copy of the School Parent Involvement Policy will be available in the School's Parent Information Resource Center (PIRC), hard copies will be sent home with students and it will be placed on the school's website. The district will ensure that parent involvement meetings and workshops are offered at flexible times on a regular basis. We will make these opportunities available mornings, during lunch, evenings and weekends. We will use results from the district survey for optimal scheduling. The goal of these workshops and parenting classes is to raise and improve student achievement.

8. In carrying out the Title I Part A parental involvement requirements, to the best of our abilities, the district and its schools will provide numerous opportunities for the participation of parents with Limited English Proficiency, parents with disabilities, and parents of migratory children. LCS will provide required documents and important information in an understandable format, and, in a language parents understand. When feasible, the district will translate documents in multiple languages. The district will use the TransAct system in order to provide parent notices in multiple languages.

9. A district-wide, annual parent survey will be sent home for all parents of children attending a Title I school, to fill out and return to their child's teacher each school year; electronic option available. The purpose of the survey is to evaluate the effectiveness of parent involvement programs. The results of the parent survey will be used in determining the effectiveness for increasing parent participation and identifying barriers to parent participation. All data collected will be kept on file at the District Title I office. The data will also be used to help with the update and revision of policies and practices at all of the Title I schools in the Lowndes County School System. Timely responses to parent suggestions shall be provided and unsatisfactory parent comments shall be submitted to the Title I office. Parent suggestions and unsatisfactory parent comments will be turned in to the Title I office so they can prepare timely changes to provide positive changes to our services and programs. Each survey will be tallied and results will be shared at Parent Involvement Team Meetings. Any individual, organization or agency may file a complaint with Local Education Agency (LEA) if they believe and allege that the LEA is violating a Federal statute or regulation. The complaint must allege a violation that occurred not more than one (1) year prior the date the complaint is received unless a longer period is reasonable because the violation is considered systematic or ongoing. A written complaint must be addressed to: Title I Director - 1592 Norman Drive - Valdosta, GA 31601.

10. Title I Schools will communicate regularly with parents through a variety of media/methods, including but not limited to: parent-teacher conferences, parent workshops/events, family nights, newsletters (which will include homework, study and test-taking tips), weekly folders, flyers, email, Educational Access channels/websites, Public Service Announcements on local radio stations, the local newspaper (Valdosta Daily Times), Parent Information

Resource Centers (PIRC) in each Title I School, district and school websites and blogs, call-out messenger system, schools' marquee and Infinite Campus Website. Schedules of community and Technical College Literacy classes will be made available in the Parent Resource Center. Parents may request the mode of communication more suitable to them, i.e. websites, hard copies sent home with students, emails or mailed through the US Postal Service.

11. The Lowndes County District office will also maintain ongoing communication with parents using multiple media, as listed above. Whenever possible, all communication will be in an easy-to-understand language and format.

12. LCS will follow the statutory definition of parental involvement and expects that the Title I schools will carry out programs, activities and procedures according to 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 that (A) parents play an integral role in assisting their child's learning; (B) parents are encouraged to be actively involved in their child's education at school; (C) 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 Elementary and Secondary Education Act (ESEA).*

13. In order to build a strong basis for parent involvement and to build stronger ties between home, school and the community, the system has employed the following positions: a designated person for parental involvement at each Title I school (Academic Coach), a Title I Director, and a full time District Parent Involvement Coordinator. These individuals will educate all faculty and staff members of the vital role parents play in increasing student achievement. The staff and faculty of Title I Schools will receive at least three Professional Development opportunities on the importance of Building Capacity to increase parental involvement and the value and utility of contributions of parents.

14. All Title I Schools in Lowndes County uses the framework for parental involvement as prescribed by the National Network of Partnership Schools (NNPS)-*School, Family, and Community Partnerships, Thousand Oaks, CA, 2002*. The Lowndes County District Office and all Title I schools are members of NNPS. Lowndes County Board of Education and its Title I schools are building capacity for parental involvement by implementing Parent Involvement Teams and developing one-year Action Plans that outline opportunities designed to increase and expand parental involvement activities. The Parent Involvement Team will adequately represent parents of participating children. Title I schools will involve parents in an ongoing, and timely way, in the planning, review, budget and implementation of programs under Title I. The one-year Action Plan is based on the NNPS six keys of involvement (6 Components to building capacity). The NNPS six keys of involvement are:

1. **Parenting**- Help all families establish home environments to support children as students.
2. **Communicating** – Design effective forms of school-to-home and home-to-school communications about school programs and children's progress.
3. **Volunteering** – Recruit and organize parent help and support.
4. **Learning at Home** – Provide information and ideas to families about how to help students at home with planning.
5. **Decision Making** – Include in school decisions, develop parent leaders and representatives.
6. **Collaborating with Community** – Identify and integrate programs, family practices, and student learning and development.

****Every Activity listed on the One-Year Action Plan will fall into one of these six types of involvement****

15. Title I schools, with assistance from the District Parent Involvement Coordinator and two Parent Liaisons, will plan parent workshops and activities, along with volunteer opportunities on a regular basis and at various times (morning, noon, evening and weekend meetings will be scheduled). When practical, we will strive to provide services to eliminate parental involvement barriers. We require each Title I School to offer numerous parent-focused academic based activities during the school year. These events will help parents in understanding topics such as the

State's academic content standards, the State's student academic achievement standards, State and local academic assessments, how to monitor their child's progress, and how to work with teachers. Title I schools will also offer events that help build a welcoming climate and partnership between families, schools and community.

16. LCS will provide technical assistance and other support to each Title I school as needed. This ensures the effective planning, implementation and evaluation of parent involvement activities. LCS will provide other reasonable support for parental involvement activities as parents may request.

17. When practical, we will coordinate and integrate parent involvement with other programs such as: the Georgia Lottery Funded Pre-K Program, Migrant and Homeless. Services are provided for Neglected and Delinquent Students, housed at the Georgia Sheriff's Boy Ranch and Raintree Village. At this time, Lowndes County School System does not have the following programs: Head Start, Even Start, and Reading Recovery.

18. Lowndes County's five Title I schools embrace its students, parents, and community. Administrators, faculty and staff will partner with businesses and community-based organizations to provide resources and networks for parents, students and teachers. We will maintain a strong partnership with all of our Community Partners in Education.

19. LCS will reserve at least one percent of our district's Title I allocation, for parental involvement. At every Parent Involvement Team Meeting, we will solicit parental input on how these funds should be used to further enhance our parent involvement efforts thus staying within Title I guidelines. Funds are used to employ a full-time District Parent Involvement Coordinator, to pay reasonable and necessary expenses associated with parental involvement activities, including providing minimal snacks, parent communication, such as monthly newsletters, brochures, pamphlets, etc.