

## SCHOOL-COMMUNITY RELATIONS

### 1017.00 DISTRICT WIDE PARENTAL INVOLVEMENT POLICY

MINGO COUNTY SCHOOLS 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 participation 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 (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 requirements 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 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 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;*

*(E) the school district will inform parents and parental organizations of the purpose of the Mingo County Parent Education Resource Center (PERC).*

## **MINGO COUNTY WILL IMPLEMENT DISTRICT WIDE PARENT INVOLVEMENT**

### **THE FOLLOWING COMPONENTS REQUIRED BY STATUTORY REQUIREMENTS**

1. Mingo County Schools 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:

an invitation to be part of the county Parent Involvement Committee from the school areas;

to attend scheduled meetings to discuss parent involvement activities from the district level;

to be actively involved in attending and participating in the district's after school parent activities, parent workshops, and parent conferences;

to have the opportunity to offer ideas and suggestions about parent involvement that could be considered by the district;

to offer parents communication with the resource center and coordinators by the following ways: phone/voice mail, email, and fax machine.

2. Mingo County Schools will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Title I will collaborate with Special Education to identify the number of parents that will serve on the specific steering committee to serve on a focused monitoring team;

The Mingo County Parent Educator Resource Center (PERC) will assist in the collaboration by sharing information and providing information to the parents in all school areas;

the district will provide training for the parents that serve on the monitoring team;

the district will make arrangements for and announce the parent input meeting;

parents will not participate in any activity that may be subject to student confidentiality;

Title I services and programs will be addressed by the on-site lead coordinator during the Focus Monitoring Team meeting;

the team will determine schools (classrooms) to visit and interviews to conduct based on the individual school data;

the lead coordinator will assign members to identified schools to visit;

the lead coordinator will familiarize the team with monitoring forms;

the county steering committee chair, a steering committee member who is a parent of a student with exceptionality and other as appropriate, will organize the Parent Input Meeting;

the team shall consider information and suggestions from the parent input meeting.

3. Mingo County Schools 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:

schools which receive funds under Title I, Part A of the Elementary and

Secondary Education Act will be required to write and maintain a school-parent compact jointly with parents for all children participating in Title I, Part A activities, services, and programs;

Title I schools will receive technical assistance from the office of Title I in planning and developing activities according to the needs of the school;

Title I schools will receive technical assistance from the technology coordinator of the county to implement with the necessary equipment and technology (ex. powerpoint) to coordinate and implement the parent involvement activities and workshops for the school year;

Title I schools will collaborate and coordinate with the Mingo County Parent Educator Resource Center (PERC) during the school year to help in planning and implementing the parent involvement activities and workshops during the school year;

Title I schools will be given names and phone numbers of support personnel at the state level (ex. Betsy Peterson, Parent Involvement Coordinator—WVDE and Anita Deck, West Virginia Parent Connections at EDVANTIA).

4. Mingo County Schools will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following programs:

at each school the Pre-k program will collaborate and coordinate with the Title I staff to implement a strong parent involvement program;

each Pre-k program will develop a Parent Committee to serve in the program during the school year;

space will be provided at the school to have monthly meetings and work on school related projects;

the parent committee will help the staff coordinate activities during the school year for all parents of the Pre-k program;

examples of the activities for the parents are as follows: Open House, Orientation, Read Aloud, Parents are Teachers–Too, Health and Safety at School and Home, Helping Parents at Home with Behaviors, and Good Nutrition at School and Home, Understanding Inclusion, and Transition;

each Pre-k Head Start will have a Family Service Worker (Head Start Personnel) that will conduct home visits and present information and activities for the parents and children during the school year;

the Family Service Worker will share information with the staff on needs of the parents during the school year. The information will help in planning and implementing on-going activities for all parents.

5. Mingo County Schools 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 provide a county level evaluation form to the parents at the end of the parent involvement activity or workshop;

the parents will rate the activity or workshop and provide written or spoken comments about what they have experienced;

the parent will be given the opportunity to discuss or share their ideas about future activities and workshops;

at the end of the first semester, a survey will be provided to each parent at the school. The survey will ask the parents to share with the staff what they have experienced or would like to experience and the information will drive future activities and workshops;

In May, surveys will be conducted and collected by Mingo County Schools and Coalfield Community Action Partnership, Inc. (Head Start). The surveys will ask parents to evaluate activities and workshops for the year. This information will become part of the data for the school's needs assessment for parental activities and workshops to be provided in the up-coming school year;

the results of the evaluation will be shared with county's Parent Involvement Committee;

the committee will meet with the county's Title I personnel at the end of May and review/revise, if necessary, the county's parent involvement policy and/or procedures (actions, strategies) for the up-coming school year;

the meeting will be documented with a sign-in sheet/agenda and maintained at the central office.

**Mingo County Schools 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 below:

the State's academic content standards,

the State's student academic achievement standards,

the State and local academic assessments including alternate assessments,

how to monitor their child's progress, and how to work with educators:

[Some of the workshops will be at the Mingo County Parent Educator Resource Center (PERC) and others will be at the school or nearby facility. The workshops will be offered by collaborating with Special Education and Title IV. Some of the workshops are as follows: "Understanding Content Standards",

“How To Help Your Child Succeed”, “Literacy at Home and School”, “Make and Take Workshop—Educational Materials”, “Behavior Management”, “Understanding Special Education”, “Understanding Alternate Assessments”, “How to Work With Your Child’s Teacher”, “S.A.T. Training”, “Respect and Protect”, “Peer Mediation”, “Here’s Looking At You”, “Everybody Counts”, “Transitioning”, Roadmap to the Future for the 8 & 9 graders, Dropout Prevention, and Internet Safety.]

Parent Educator Resource Center (PERC) will utilize West Virginia Training and Information (funding through the Department of Education Office of Special Education and Rehabilitation) to provide training, information, and referral to parents and other professionals on appropriate educational services for all students including those with special needs.

Parents will be given the information about attending workshops and conferences at the state level and encouraged to attend the meetings;

Summer Institutes will be offered on Content Standards for WV Pre-k and Preschool Inclusion for educators. The educators will offer a workshop to parents in understanding the content standards and strategies to include children with disabilities in early childhood settings;

The Mingo County Parent Educator Resource Center and Special Education Office will provide the materials and equipment needed to conduct meetings, workshops, after school meetings and conferences with parents.

**B. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement:**

Title I and Special Education with other collaborative partners will provide the support and materials that will assist each school in helping parents work with their children to improve academic achievement in reading and math;

Title I will employ literacy/library assistants at the Title I schools to work with the staff in offering activities to parents concerning reading, read aloud, the library, using the internet, understanding Renaissance Learning, literacy at home, home activities, and training about the computers and useful websites;

All of the Title I Schoolwide Schools will employ Parent Assistants for the new school year. The Parent Assistants will collaborate with the Library Assistants and Parent Education Resource Center (PERC), in offering workshops on “Early Literacy”, “Volunteer Program”, “Read Aloud”, and “Comprehensive Literacy”, “Reading First”, and “Renaissance Learning.”

In order to accommodate, the workshop will be offered at various times.

**C. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals, 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:**

Mingo County Schools, with the assistance from Mingo County Title I/ Parent Educator Resource Center (PERC), County Level Parent Assistants, Special Education Coordinators, Literacy Facilitator, Curriculum Coordinators, Technology Coordinator, Testing Coordinator, and Attendance Director, at each school, will provide all school principals and personnel, school health personnel, nutrition office, and Head Start agency with county, state and national information on a regular basis;

Each will receive information concerning the results of meetings, program evaluation, screenings/testing, WESTEST, county level reporting of programs, and web site information;

information will be disseminated through phone calls, emails, faxes, letters, memos, printed brochures, created documents/spreadsheets, newsletters, and hand booklets to help them in building ties between parents and schools;

each will receive strategies and techniques in how to help students and parents during the school year. As the central office receives information from the state, district, and the community, the information will be shared with all schools by email or at monthly principals' meetings.

Title I schools: principals, teachers, counselors, school nurses, will share the information with parents and collaborate with the support personnel to plan trainings to the parents if needed.

**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 centers, that encourage and support parents in more fully participating in the education of their children;**

the Preschool Core Team that includes staff, education partners (i.e. Head Start), parent and community members will meet periodically to review the program's educational needs and make recommendations, etc. to enhance service delivery;

results from assessments, review of educational requirements, etc. will be discussed at the

meetings;

with the collaboration of Head Start, curriculum modules will be purchased that are appropriate for preschool children that deal with hygiene and health related concerns and training will be provided by the West Virginia Department of Education for the teaching staff;

Mingo County Parent Educator Resource Center (PERC) will conduct activities and workshops with parents and school staff to encourage and support all parents during the school year. They will receive information, strategies, ideas and materials for the home on how to work with their children;

open house and special parent meetings will be conducted at each school;

recognition of parents and the “value” of parents will be addressed by each school;

with the help and support of the central office, Head Start, and Parent Educator Resource Center each school will build relationships with the parents and the community.

In collaboration with Head Start, a “transition week” is planned yearly. A planning committee of central office coordinators, teachers, nurses, and Head Start personnel agrees upon the days and time to conduct the “transition week.” Parents of Head Start and non Head Start are informed of the opportunity to visit school, meet the principal, tour the building, visit the library, pre-enroll, here about school expectations, meet Kindergarten teachers, experience a “Read Aloud” activity, meet bus drivers, cooks, and collect/give information. The parents receive information about parent involvement. They are invited to eat lunch at the school on this designated day.

Title I has collaborated with an extensive partnership team to implement Governor Manchin’s state wellness initiative—“Kid’s First.” Parents will be given the opportunity to attend two major Health Fairs in August of 2009 (our second year offering collaborative Health Fairs with Head Start). The children will receive a comprehensive wellness screening. It is available to all children entering a Pre-k program, a Head Start program, or entering Kindergarten.

**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, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:**

Title I, Special Education, County Coordinators, and other collaborative partners (Head Start, Health Programs, Safe and Drug Free Schools) will oversee the planning and implementation of the parent-programs that have been designed at each school;

each school will be visited by central office staff and the Parent Educator Resource Center Coordinator/Parent Assistants reviewing the printed materials to ensure that it is written in simple language for all parents to understand;

newsletters, letters, memos, brochures, and booklets will be provided in language that can be easily read and understood;

Mingo County Schools may announce special meetings and activities by using the county's web page, schools' web page, the local newspaper and other media sources; during open house, each school will explain the Title I program/activities with a copy of the student's handbook and a copy of the parent involvement compact.

Title I district office will mass mail the revised county parent involvement policy along with the parents' right to know, and other updated county information in a booklet format to all parents of Mingo County Schools. The revised county parent involvement policy will be posted on the county website at the beginning of the new school year.

#### **DISCRETIONARY DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

Mingo County Schools will 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:

involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

providing necessary literacy 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;

paying reasonable and necessary expenses associated with parent involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

training parents to enhance the involvement of other parents;

assist in maximizing parental involvement and participation on their children's education, arranging school meetings at a variety of times, 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;

research model approaches for improving parental involvement;

establishing a district wide parent advisory council 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**

This District 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

Deanna New, Title I Director

This policy was reviewed and revised on August 19, 2010

## **SCHOOL-COMMUNITY RELATIONS**

### **1017.0 PARENT INVOLVEMENT**

#### **PURPOSE**

**The purpose of this policy is to assure there is an ongoing partnership between families, communities and schools. We believe such a partnership is fundamental to the academic and social success of children. From this partnership a support system will evolve that will improve the self-worth of students and families, will have a positive effect on student achievement, and will create a sense of cooperative responsibility in the educational process.**

- 1. Definition- The term “family/community” consists of a partnership which expands to include biological, adoptive and foster parents, other family members (including divorced parents), and significant others whose involvement may be important to the child.**
- 2. Rational- The purpose of this policy is to encourage collaboration between families, community, and schools in assuming an active role in ensuring excellence in the education of our children. It serves to establish family/community involvement as a high priority.**

#### **EVALUATION**

**The Superintendent or designee will conduct, at the county and school level, annual evaluation to identify strengths and weaknesses, identify areas of needed improvement, determine the degree of family/community involvement and write recommendations for revisions of county policy where indicated.**

**Reference: WV CODE 18-2-28  
WV Board of Education Policy 2200**

