

Carroll County Public Schools

Hillsville Elementary School Parental Involvement Policy

PART I.

Hillsville Elementary School agrees to implement the following statutory requirements:

1. Hillsville Elementary School will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
2. Hillsville Elementary School will involve parents in the format, development, and distribution of the policy. The policy will be an understandable and uniform format, and to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
3. In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, Hillsville Elementary School will provide full opportunities for the participation of all parents including 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 language parents understand.
4. Hillsville Elementary School will involve the Carroll County Public School System with the school level policy, and the opportunity for the local agency to be involved with the school level policy.
5. Carroll County Public Schools under section 1112 will submit parent comments to the state when the policy is submitted to the state.
6. If the school-wide program plan for Title I, Part A, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the Carroll County Public School Division Office of Federal Programs. Hillsville Elementary School will specify an annual meeting to be convened at a convenient time, to which all parents of participating children are invited and encouraged to attend, to inform parents of Hillsville Elementary's participation under this part, and the right to explain the requirements of this part, and the right of the parents to be involved.
7. Hillsville Elementary School's plan involves parents in an organized, on going, and timely way, including the planning, review, and improvement of the school parental involvement policy and joint development of the school-wide program under section 114(b)(2).

8. Hillsville Elementary School provides timely information about programs.
9. Hillsville Elementary School's plan provides a description and explanation of the curriculum, the academic assessment used to measure student progress, and the proficiency levels that students are expected to meet.
10. Hillsville Elementary School's plan provides opportunities for regular meetings to formulate suggestions, and to participate, as appropriate, in decisions relating to the education of children, and respond to any suggestions, as soon as practically possible, if requested by parents.

PART II. DESCRIPTION OF HOW HILLSVILLE ELEMENTARY SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Hillsville Elementary School** will take the following actions to involve parents in the joint development of its school parental involvement plan:
 - a) Parental organization meeting to elect officers
 - b) School Leadership Team to develop Annual Action Plan.
 - c) Title I Parent Advisor Council (PAC) meeting.

2. **Hillsville Elementary School** will take the following actions to involve parents in the process of school review and improvement:
 - a) Parent surveys
 - b) Parent on school improvement teams
 - c) Parents on county improvement teams

3. **Hillsville Elementary School** will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend by:
 - a) Sending letters of invitation to all parents
 - b) Providing school report cards
 - c) Providing school level information sessions
 - d) Parent-teacher contacts
 - e) Providing transportation, childcare, and/or home visits for homebound students when possible

4. **Hillsville Elementary School** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:
 - a) Sending individual goals to parents of each student receiving services
 - b) Including parents in parental involvement councils (school level and county level)
 - c) Providing workshops and activities

5. **Hillsville Elementary School** will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions, as soon as practicably possible, by:
 - a) Meeting with parents to discuss suggestions and implementations
 - b) Scheduling regular meetings

6. **Hillsville Elementary School** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
 - a) A copy of SOL and PALS test scores for K-3 will be provided to each parent
 - b) Posting the school report card to the school system website

7. **Hillsville Elementary School** will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified by:
 - a) The principal will write a letter to parents explaining the situation
 - b) Each teacher will send a letter to parents with their certification information at the beginning of the school year

8. **Hillsville Elementary School** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions:
 - 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 Part A,
 - how to monitor their child's progress
 - how to work with educators
 - various reading conferences

9. **Hillsville Elementary School** 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:
 - a) Providing workshops at the school level
 - b) Providing conferences with parents and teachers
 - c) Providing educational assemblies and parent events

10. **Hillsville Elementary School** will, with the assistance 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:
 - a) Providing NCLB information to parents
 - b) Providing school level parent committees

11. **Hillsville Elementary School** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Reading First, VPI, ESL, and other programs. The school will also conduct other activities that encourage and support parents in more fully participating in the education of their children, by:
 - a) Providing parent involvement events in reading
 - b) Sponsoring a workshop to provide parents access to new resources and techniques.
 - c) Providing parent involvement for parents of preschoolers
 - d) Providing parental involvement events for LEP/migrant students

12. **Hillsville Elementary School** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:
 - a) A copy of the policy provided for each parent
 - b) Parent involvement workshops, meetings, conferences
 - c) Materials and letters will be provided in Spanish. Also, translators will be provided
 - d) Parent contacts will be made

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

Hillsville Elementary School Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities:

- involving parents in the development of training activities;
- providing necessary literacy training for parents from Title I, Part A funds, as needed.
- paying reasonable and necessary expenses associated with parental involvement activities, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- arranging meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school 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.

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PART IV. ADOPTION

This School 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 meeting agendas.

This policy was adopted by **Hillsville Elementary School** and will be in effect for the 2016-2017 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before October 30, 2016.