



CLAY COUNTY SCHOOLS

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TO: Clay County Parents
FROM: Kenneth Tanner, Superintendent
SUBJECT: Parent Involvement Policy
DATE: August 18, 2011

We are pleased to have you as partners in this educational year. One of our goals is to see that parents and guardians of students feel at home at Clay County Schools. We also want to assure that we will do our best to help your child have a successful school year. If I can be of assistance to you during the year, please do not hesitate to contact me or the staff at the Clay County Board of Education.

Please find below our parent involvement policy. No Child Behind Laws require us to provide parents a copy of the policy. You can also see the policy at our website at www.claycountyschools.org by clicking on the Parent Resource Center under the Parents Link.

Questions and comments about the policy may be directed to Joan Haynie, Administrative Assistant and Title I Director. Thank you for your time and attention.

PARENT INVOLVEMENT POLICY

General Expectations

The Clay 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. These 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 of Title One of the Elementary and Secondary Education Act, and each includes, as a component, a school-parent compact.
- ❖ The school district will incorporate this district-wide parental involvement policy into its Local Education Agency Plan.
- ❖ 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 in a language parents understand.
- ❖ The school district will submit any parent comments with the Local Education Agency Plan if the plan is not satisfactory to the parents of participating children when the plan is submitted to the West Virginia Department of Education.
- ❖ The school district will involve the parents of children served in decisions about how funds reserved for parental involvement is spent, and will ensure that not less than ninety-five 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 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:
 - o that parents play an integral role in assisting their child's learning.
 - o that parents are encouraged to be actively involved in their child's education at school.
 - o 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.
 - o the carrying out of other activities, such as those described in section 1118 of the Elementary and Secondary Education Act.
- ❖ The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center located at the Clay County Board Office.

Description of how Clay County Schools will implement required district-wide parental involvement policy components

- ❖ The Clay County School District will take the following actions to involve parents in the joint development, agreement, and distribution of its district-wide parental involvement plan.
 - o Establish the Clay County Schools Parental Involvement Advisory Council with parent representatives from each school that meets at least twice annually.
 - o During the first meeting parents will develop the district-wide parental involvement policy. Then they will take the proposed draft back to their individual schools and meet with parents to revise the draft and agree on a revised parental involvement policy.
 - o During the second meeting parents will share revised drafts from each school and come to agreement for a district-wide parental involvement policy. Then parents will take the agreed upon policy back to their individual schools and meet with parents to submit any comments if the plan is not satisfactory to the parents. All comments will be sent to the Director of Title One for inclusion in the Local Education Agency Plan submitted to the West Virginia Department of Education.
- ❖ The Clay County School District will take the following actions to involve parents in the process of school review and improvement.
 - o Members of the Clay County Schools Parental Involvement Advisory Council will facilitate a review of the district-wide parental involvement plan at their individual schools.

- Members of the Clay County Schools Parental Involvement Advisory Council will submit the results of their individual school reviews to the council to improve upon the current plan.
- The district-wide parental involvement policy will be reviewed and improved annually.
- ❖ The Clay County School District will provide the following necessary coordination, technical assistance, and other support to assist schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
 - The Clay County School District will provide a workshop for school-level administrators about planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
 - School-level administrators will train their respective staffs about reaching out, communicating with, and working with parents.
 - The Clay County School District will offer technical assistance and support to assist schools in planning and implementing their own parental involvement activities.
- ❖ The Clay County School District will coordinate and integrate parental involvement strategies with other programs, such as Head Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters, and state-operated preschool programs.
- ❖ The Clay County School District 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 schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities. Clay County Schools 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 policy.
 - Members of the Clay County Schools Parental Involvement Advisory Council will meet with parents at their respective schools to evaluate the content and effectiveness of the district-wide parental involvement policy in improving the quality of its schools. At this meeting parents will review the existing document, identify the barriers to greater participation in parental involvement activities, and design strategies for more effective parental involvement.
 - Members of the Clay County Schools Parental Involvement Advisory Council will meet to share the results of their individual school's evaluations and draft a revised district-wide parental involvement policy.
 - Members of the Clay County Schools Parental Involvement Advisory Council will take the revised district-wide parental involvement policy back to their individual schools for agreement of a district-wide parental involvement policy. Parents may submit any comments if the plan is not satisfactory to them.
- ❖ The Clay County School District 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:
 - Clay County Schools will provide assistance to parents of children served by the school district or school in understanding topics such as, but not limited to the following:
 - The State's academic content standards, objectives, and performance descriptors
 - The State's student academic achievement standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Part A of Title One of the Elementary and Secondary Education Act
 - How to monitor their child's progress
 - How to work with educators
 - The following activities and workshops will be held to assist parents:
 - Introduction to West Virginia Content Standards, Objectives, and Performance Descriptors
 - Introduction to West Virginia Measures of Academic Progress
 - Introduction to Title One of the Elementary and Secondary Education Act
 - Monitoring Your Child's Progress
 - Working with Educators
 - Clay County Schools 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 to foster parental involvement.
 - The following workshops will be offered:
 - Helping Your Child Academically
 - Child Development
 - Parenting Skills
 - Clay County Schools will 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.
 - The Clay County School District will provide a workshop for school-level administrators about planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
 - School-level administrators will train their respective staffs about reaching out, communicating with, and working with parents.
 - The Clay County School District will offer technical assistance and support to assist schools in planning and implementing their own parental involvement activities.
 - Clay County Schools will coordinate and integrate parental involvement programs and activities with Head 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.
 - Clay County Schools will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities, is distributed 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 that parents can understand.
 - The Clay County School District-wide Parental Involvement Policy will be distributed to parents via the district website and through copies sent home with the students.
 - The Clay County School District-wide Parental Involvement Policy will be distributed to the community through publication on the district website as well as in the local newspaper.

Discretionary District-wide Parental Involvement Policy Components

- ❖ The Clay County School District will involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of parental involvement training.
- ❖ The Clay County School District will provide necessary literacy training for parents.
- ❖ The Clay County School District will offer transportation and childcare to enable parents to participate in a flexible number of school-related meetings and training sessions.
- ❖ The Clay County School District will train parents to enhance the involvement of other parents.
- ❖ The Clay County School District will arrange school meetings at a variety of times or conduct in-home conferences between teachers and other educators, who work directly with participating children and with parents who are unable to attend meetings and conferences at school.
- ❖ The Clay County School District will adopt and implement model approaches to improving parental involvement.
- ❖ The Clay County School District will establish a district-wide parent advisory council to provide advice on all matters related to parental involvement.
- ❖ The Clay County School District will develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.
- ❖ The Clay County School District will provide reasonable support for parental involvement activities as requested by parents.

Adoption

The Clay County School District-wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of participating children as evidenced by meeting agendas, minutes, and sign in sheets. It is reviewed annually by the County Parent Advisory Council.

Adopted: August 21, 2006 and reviewed annually by the CCS Parent Advisory Council