

PART I. GENERAL EXPECTATIONS

The Richmond County Elementary and Middle School agrees to implement the following statutory requirements:

- The school 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), known as the Every Student Succeeds Act (ESSA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school will ensure that the required school-level parent involvement policies meet the requirements of section 1118 (b) of the ESSA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESSA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school 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 ESSA in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language parents understand.
- If the school or LEA plan for Title I, Part A developed under section 1112 of the ESSA, 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 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:

Parent involvement means the participation of parents in regular, two way, and meaningful communication involving student academic learning and other school activities, including ensure—

(A) that parents play an integral role is 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

DESCRIPTION OF HOW RCE WILL IMPLEMENT REQUIRED PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The Richmond County Elementary school will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESSA:
 - a. One meeting per year of the Federal Advisory Committee, made up of parents, teachers, community members, are held; with more meetings scheduled if needed. The Assistant Superintendent will solicit parent input at this meeting on ways to increase involvement, and will also seek guidance on the construction of an annual parent survey.
 - b. An annual parent meeting will be held in the fall, in conjunction with the PTA, at which time information on placement and academic needs of students is disseminated. Strategies will be implemented to make the meeting as appealing as possible, including: providing food and offering free books to Title I families. At this meeting parents will be offered the chance to submit ideas for activities they would like to attend; parent feedback on the involvement plan will also be collected at this time.
 - c. Parents may contact and request meetings with a Title I teacher or Assistant Superintendent at any time. Contact information for the coordinator, including phone number, address and email address are available on the county web site.
 - d. Parents are sent notification letters to make them aware of the annual parent meetings.
 - e. Parents of EL students are sent letters in their home language to notify them of meetings and other procedures.
2. The Richmond County Elementary school will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESSA:
 - a. At each of the scheduled meetings, the process of review and improvement is explained and parent suggestions and feedback are solicited.
 - b. Parents may request a meeting with Title I teachers and/or Assistant Superintendent to discuss the process or review process procedures. Meeting requests may be made by phone, email, in writing or in person.
 - c. During the spring each year, a survey will be mailed to parents soliciting suggestions for improving the Title I programs, in both English and

Spanish. Information collected from the survey will be used in planning activities during the subsequent school year.

3. The Richmond County Elementary and Middle school 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, English Learners (ELs), have limited literacy, or are of any racial or ethnic minority background). The school 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.
 - a. At the fall annual parent meeting, the Assistant Superintendent conducts an evaluation of parental involvement policies. At such time, the policy is distributed, discussed so that all participants understand, and ideas for improvement will be solicited.
 - b. During the spring, parents will be mailed surveys soliciting suggestions for increased parent involvement, in both English and Spanish. During the school year, an on-line survey will be available to parents through a link on the Title I web page, which will also solicit ideas.
 - c. Information gathered from the survey will be used to plan parental involvement activities for the next school year, along with historical survey data.
 - d. Parents with limited English proficiency will be afforded a translator to facilitate their involvement in meetings. Parent surveys will also be provided in a language parents can understand, to the extent practicable.
4. The Richmond County Elementary school will build the parents' 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, through the following activities specifically described below:
 - a. The Richmond County Elementary and Middle school will 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 in this paragraph—

Parents are given information on Virginia's academic and achievement standards in a variety of ways. All schools in the Richmond County division offer parents information on the state Standards of Learning including making the Standards available to every parent. The Richmond County School Board office also offers information on the standards, with the local paper reporting information about standards, as it is covered in monthly school board meetings. The district also disseminates information on its web site about the various state and local academic and achievement standards. Additionally, letters are sent home to parents to inform them of various Part A requirements, in languages understood by parents. Reports are sent home to parents which allow them to monitor their student's progress; in addition parents have numerous opportunities to meet with teachers, with conferences being held two times a year, and meeting times in the evenings. Information is given to parents with ideas about working with educators.

Grade level teachers also conduct trainings for parents in how to effectively provide help in math and reading at least once per year. Methods for assistance are modeled for parents at these meetings. A Parents as Educational Partners class is held for families of EL families twice per week, October through March. These classes provide parents with information for effective engagement in the school setting. Finally, at parent-teacher meetings, teachers model a strategy to be used at home for the parents of struggling students.

- b. The Richmond County Elementary and Middle 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 parent involvement, by:
 - i. Providing books for students, based on their reading abilities, to take home and read with parents. These books also come with activities the parents can complete with their child to increase reading comprehension and ability.
 - ii. General information is sent home to parents regarding ways in which parents can enhance student learning with any book.
 - iii. Math activities are provided to students and parents, along with instruction in how to do the activities. On alternating years, one math nights is held to help parents learn to assist students in reinforcing math skills.
 - iv. A Title I website is available to parents with a variety of suggestions for assisting their children in school, and also with

links to free online educational games, as well as subscription services students may access away from school.

- v. The school web site features helpful information for assisting children in reading and information to encourage reading. There are also links to helpful websites provided on this school's web page.
 - vi. Grade levels provide trainings for targeted parents on grade-specific strategies for helping students in reading and math annually.
 - vii. Parents as Educational Partners is offered to EL parents from October through March annually.
- c. The Richmond County Elementary and Middle school will with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out, 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:
- i. Arranging parent and teacher meetings
 - ii. Inviting parents to get involved through volunteering
- d. The school 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 that parents can understand:
- i. Letters are sent home to parents with information on upcoming events and meetings.
 - ii. Letters are sent to parents of EL students in their home language, to the extent feasible.
 - iii. Auto-dial calls are made to all parents in both English and Spanish about activities to be held at RCEM.
 - iv. Facebook also announces activities for parents to attend.