

## **Bell County Title I Parent Involvement Policy**

### I. Statement of Purpose

In recognition that the parent is the child's first and most important teacher, and that the parent's involvement is necessary for the success of the child, the Bell County Board of Education is committed to building a strong parent-school partnership.

### II. Development of Plan

In order to involve parents in the process of joint development, school review and improvement of the Local Education Agency Plan, the Bell County School District will gain input from parents in the form of needsassessment surveys, School Wide Program meetings, Parent Advisory Council meetings, and SBDM Council meetings.

### III. Informing Parent of Child's Selection to Participate in Title I

At the beginning of the school year, a letter will be sent to the parent of each student. This notification will include those parents with children enrolled in any private school that receives Title I funding or services in the Bell County School District. This notification will include the instructional goals and the methods of the Title I Program. A copy of the parent involvement policy of the school the child(ren) attend will be included in their student handbook.

### IV. Annual Meetings (Parent Advisory Council)

1. An annual meeting (PAC) will be called at each school following the notification of Title I services to the parents. All parents, including those who have children enrolled in private schools that receive Title I services, will be invited to attend this annual meeting. This meeting will explain the programs and activities provided with Title I funds and discuss with parents the ways in which the school and parents can work together to achieve the program's goals. This meeting will also serve as part of the comprehensive range of opportunities for parents to become informed on how the program will be planned, operated, and evaluated, allowing opportunities for parental participation. Furthermore, parents will be given a description and explanation

of the courses offered at the school, the forms of tests used to measure student progress, and the skill levels students are expected to meet.

A follow-up Parent Advisory Council meeting will be conducted at each school before the end of the school year. Parents will be given the opportunity to evaluate the current Title I program and establish goals for the upcoming school term.

2. Each School Wide Program will conduct timely and flexible monthly meetings to discuss ongoing Title I activities with parents and staff. These meetings will provide opportunities for parents to make suggestions, share experiences with other parents, and participate as active partners in their child's education.
  - A. All parents will be notified and encouraged to attend. Parents will be involved in the planning, review and improvement of Title I programs.
  - B. All parents are guaranteed a timely response to Suggestions made at parental involvement programs. Suggestions should be directed to the Parent Advisory Council, the school principal, SBDM Council members, or the Title I Parent Liaison.
  - C. On-going Title I activities will be discussed at SBDM Council meetings.

V. Support Services

Coordination, technical assistance, professional development training, and other necessary support will be provided to all schools, including those private schools that receive Title I services, in the planning and implementing of effective parent involvement by the Title I staff. The Title I Parent Liaison will work closely with each school in order to increase parent involvement through volunteer coordination, Parent-Teacher Organizations, newsletters, monthly School Wide Program meetings, and Parent Advisory Council meetings. Parents will be invited to professional developments that may be beneficial to them.

## VI. Building Capacity for Involvement

Parent involvement and supportive partnerships among schools, parents, and the community will be encouraged.

1. The Bell County Title I program will assist parents in their understanding of the National Education Goals, state academic standards, and student performance requirements for state and local assessments. Parents can use this information to observe and improve the performance of their child and participate in the decision making processes related to education of their child. Parents will be encouraged to join the local School-Based Decision-Making Council committees and to become members of the local and district Parent Advisory Councils. Parents will be given information concerning the above listed topics at the Parent Advisory Council meetings and Parent-Teacher Conferences throughout the school term as well as any other information made available by the State Department of Education.

### 2. Materials and Training

A.) The Bell County Title I program shall coordinate with the Family Resource Centers to provide necessary literacy training to help parents work with their children to improve their children's achievement.

B.) Training to help parents work with their children to improve their children's achievement will be made available throughout the school year by the Family Resource Centers and the Title I Parent Liaisons. This training will provide opportunities for parents to learn about child development and child rearing issues designed to help parents become full partners in the education of their children.

C.) Parent Liaisons will offer ***Making Children Mind Without Loosing Yours***. The Family Resource Center will offer classes to parents at all schools. These classes will focus on parenting skills and drug education. The Title I Parent Liaisons will conduct workshops produced by the Family Literacy Center for parent meetings. Materials and tapes

will be available for parents to borrow after the meetings.

3. The Bell County Title I program shall coordinate and integrate parent involvement activities with Head Start, public pre-school programs, Family Resource Centers, local agencies, such as, Bell County Extension Agency, Lighthouse Mission, Ray of Hope, and the Adult Education Act, as appropriate.
4. The Bell County Title I program shall develop appropriate alliances with community-based organizations and businesses to become involved with parents and schools. Local businesses may be encouraged to sponsor school related activities. Organizations and businesses shall be encouraged to participate as members on the Family Resource Center Advisory Councils, and other committees, as appropriate. Training sessions shall also be held in coordination with local civic groups allowing for greater community participation.
5. The Bell County Title I program and each school may provide necessary literacy training from Title I funds.
6. The Bell County Title I program and each school may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
7. The Bell County Title I program and each school may train and support parents to enhance the involvement of other parents by use of “homeroom mothers” or assigning a parent to coordinate volunteer activities at each school, or sending parents to participate in district or regional parent involvement workshops.
8. The Bell County Title I program and each school may arrange for teachers or other educators, who work directly with children, to conduct in-home conferences with parents who are unable to attend conferences at school.
9. Each school may adopt and implement model approaches to improving parental involvement classes, workshops,

parents' day activities, and newsletters.

10. The Bell County Title I program and each school shall provide such other reasonable support for parental involvement activities as parents may request.
11. The Bell County Title I program shall assist parents and parent organization by informing such parents and organizations of the existence and purpose of parental information and resource centers as established. Parents and organizations will be provided with a description of the services and programs offered by the centers. Parents will be advised on how to use and contact the centers.
12. The Bell County Title I program and each school may arrange meetings at a variety of times, such as in the mornings and evenings, in order to maximize the opportunities for parents to participate in school related activities.

VII. Parents as Educators

1. The Bell County Title I Program will use the assistance of parents to educate pupil services personnel, principals and their staff in the value and contributions from parents. This will allow Title I to work with parents as equal partners in implementing and coordinating parent involvement and building ties between home and school. Parents will be asked to demonstrate their interests and concerns through local Parent-Teacher Organizations, Parent Advisory Councils, and needs assessment surveys.
2. Parents may also be involved in the development of training for teachers, principals, and other educators to improve the effectiveness of such training in improving instruction and services to the children of such parents.

VIII. Parent-Instructional Staff Communication/Shared Responsibilities communication with parents will include:

1. A Parent/Teacher/Student Agreement shall outline the school's

responsibility to provide a quality curriculum and instruction in a supportive and effective learning environment.

- A. This agreement will enable the children served to meet the State's student performance requirements and explain the ways in which parents will be responsible for supporting their children's learning, and, as appropriate, in making decisions relating to the education of their children and promoting positive use of time after school.
  - B. At the elementary level a signed agreement will be kept on file describing the responsibilities of the parent, the student and teacher. A conference between the parent and the teacher will be held at least yearly to discuss the agreement as it related to the individual child's achievement.
2. Student progress reports shall be provided to parents for review and discussion on a regular basis.
  3. Parents shall be provided with timely information on availability of teachers, Title I staff and other educational personnel. Parents will be given the opportunity to volunteer and participate in their child's class, and observe classroom activities. This information will be made available to parents at the beginning of each school year and at parent-teacher conferences throughout the school term.
  4. Teachers shall be responsible for contacting parents to establish times for parent-teacher conferences to discuss the student's progress, placement, and methods the parents can use in addition to the child's classroom instruction.
  5. Parents will be informed of school performance profiles and their child's individual student tests results, including an explanation of such results as made available.
  6. Communication with parents will also include a district-wide newsletter distributed monthly. Notices for activities will be sent home with the children. Phone calls and home visits will be made and

conferences scheduled by the Title I Parent Liaison as needed. Parents are encouraged to call their child's teacher when concerned about a problem.

7. All parental involvement information, programs, and activities will be provided in a language and form the parents can understand.

IX. Allocation

The Bell County Title I program shall reserve a minimum of 1% from its budget for the upcoming school year for parental involvement. This money will be used to increase the number of parenting sessions and to provide study materials for parents to use at home with their children.

AUTHORIZED BY RESOLUTION OF THE BELL COUNTY BOARD OF  
EDUCATION ON

Date May 21, 2012

By Kenneth Sams (*Signature on file*)  
Chairperson