Polk School District
District Parent Involvement Policy
Sherri Cox, Title I Director

2014-2015
The Polk School District Board of Education affirms and assures the rights of parents and teachers of children being served in activities funded by Title I, Elementary and Secondary Education Act of 1965 (ESEA) opportunities to participate in the design and implementation of these activities. All parents and teachers of eligible Title I children will be invited to an Annual Public Meeting held during the fall of each year. The annual public meeting will provide an opportunity to those parents and teachers to have input into the design and implementation of the Title I Project and provide parents an opportunity to establish mechanisms for maintaining ongoing communications among parents, teachers, and agency officials. Parent proxies act in locus parent for neglected or delinquent (N/D) Title I students. Additional activities held periodically during the school year may include, but are not limited to, the following:

- Notify each child’s parent of the results of the annual school review.
- Notify parents that a school has been identified Priority, Focus, or Alert status based on the ESEA Flexibility Waiver.
- An explanation of what identification means, and how the school compares to other Polk School District schools.
- The reason for the identification.
- What the school is doing to address the reasons for being on Priority, Focus, or Alert status.
- What Polk School District and Georgia State Department of Education are doing to help the school address the reasons for being on Priority, Focus, or Alert status.
- How parents can become involved in Flexible Learning Programs (FLP) if applicable
- The parents’ options regarding Intra-district transfers
- Reporting the child’s progress to the parents.
- Providing information concerning the Title I Program.
- Parent-Teacher conferences at PTA/PTO meetings and open house held at schools.
- Parent questionnaire for providing input in future program development.
- Dissemination of evaluation results and school report card.
- A school-parent compact.
- Opportunities for parent literacy training.
- Provide home activities to reinforce learning.
- Provide parents information on the professional qualification of their child’s teacher at the beginning of each school year.
- Receive timely notice if their child is being taught by a teacher who is not highly qualified for four or more consecutive weeks.
• Collect all non-satisfactory parents’ comments regarding school plans.

All of the Polk School District Notices are “in an understandable and uniform format and, to the extent practicable, in a language the parents can understand”.

Parents and teachers shall annually assess the effectiveness of the parental involvement program and determine what action needs to be taken, if any, to build the capacity of parents to help their children achieve to high standards. A response to the recommendations by parents will be made within a 30-day time period through each school’s newsletter.

The Polk School District Board of Education and all schools will:

• Provide assistance to parents of participating Title I children in understanding such topics as the state’s academic content and achievement standards, the assessments being used, the requirements of Title I, Part A, and how to monitor their children’s progress and work with educators to improve their achievement.

• Provide materials and training, such as literacy training and training on how to use technology, to help parents to work with their children to improve achievement.

• Educate teachers, pupil services personnel, principals and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs and build ties between parents and the school.

• To the extent feasible and appropriate, coordinates and integrates parental involvement programs with Head Start, Even Start, and other preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

• Ensure that information related to school and parent programs, meetings and other activities is sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.

• Provide such other reasonable support for parental involvement activities as parents may request.

The Polk School District Board of Education and all schools may:

• Provide necessary literacy training for parents with Part A funds if an LEA has exhausted all other reasonably available sources of funding.
• Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.

• Train parents to enhance the involvement of other parents.

• Arrange school meetings at a variety of times, or conduct in-home conferences between parents who are unable to attend the school meetings with the teachers and other educators who work with their children.

• Adopt and implement modal approaches to improving parental involvement.

• Establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in funded programs.

• Develop appropriate roles for community-based organizations and businesses in parental involvement activities.

Parental Involvement Plan Details

Polk School District Title I will invite parents to an annual public meeting held during each school year to participate in the design of the Local Educational Agency (LEA) plan.

An annual written survey will be conducted to involve parents in the process of design, review, and improvement of the Title I program. Each local school will provide opportunities for parental input as it reviews the parental involvement plan. Parent compacts are part of the Parental involvement Plan.

The Title I and Parent Involvement Coordinators will offer assistance in planning and implementing effective parental involvement programs. Title I will collaborate with other programs such as Early Intervention Program (EIP), counselors, Parent Teacher Associations/Organizations (PTA/PTO’s), Lottery Pre-K Program, Neglected & Delinquent (N & D) institutions, Head Start, Homeless, Drug Free Schools, Adult Education, Even Start/Family Literacy, to integrate parental involvement strategies and programs.

Parents and teachers will review the parental involvement policy annually. Schools will analyze the effectiveness of the policy in increasing participation of parents through numbers of conferences and attendance at parent functions, participation in home-school instruction activities, and increased student achievement.

If barriers to participate are identified, strategies will be enlisted to break down the barriers.

As a result of teacher and parent suggestions, new strategies or policies will be revised as

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needed to provide greater participation of parents, who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy or any racial or ethnic minority.

Parents will be involved in the planning, review and improvement of the Title I Program, plan and design of programs in such ways as:

- Annual Meeting
- Conferences
- Home Visits
- Parent Compacts
- PTO Meeting
- School Council
- Social media
- Surveys
- Website

Information and assistance concerning Title I will be addressed through items such as:

- Conferences
- Open house
- Parent letters
- Parent visitation
- Phone calls
- Social media
- Website

Sharing student performance and assessment through:

- Computer Profiles
- Good Work Tickets
- Positive Postcards
- Progress Reports
- School Report Card
- Student Report Cards
- Test Results Reports/Conferences

Reviewing school curriculum through:

- Explanation of Testing & Results
- PTA/PTO Meetings
- Study Groups
- Teacher on-line classrooms

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Promoting two-way communication through:

- Conferences
- Newsletters
- Orientation meeting
- Parent compacts
- Parent visits
- Phone calls
- Questionnaires
- Social media

Having parents help their children through:

- Academic Calendars
- Home Visits
- Incentive Reading Programs (myON Reader)
- On-line classrooms
- Parent Flyers
- Summer Packets/Clubs
- Take-Home Packs

Providing parents with materials and training to help them work with their children and to coordinate literacy training through opportunities such as:

- Family Reading, Math, and Science Nights
- Parent Flyers
- Parent Resource Center
- Parent Workshop Sessions
- Take-Home Materials (books, tapes, videos, computer software, etc.)
- Technology nights

Teachers will be educated in the value and utility of contributions of parents and how to reach and communicate effectively by creating a school vision for parental involvement, and having, Title I, Counselors, and Parent Involvement Coordinators coordinate their parental involvement efforts to have the greatest impact on the community and school.

Polk School District will coordinate and integrate parental involvement programs, activities, and strategies with other programs to the extent feasible through:

- Having schools invite families and preschool children into the school to
- Shadowing—having parents come into the school and attend class with
- Supporting the Polk Family Connections
  their child.
- visit, have lunch, and participate in planned activities.

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Polk School District will develop appropriate roles for community-based organizations and businesses in parental involvement activities. Information on child rearing issues and helping parents get involved in the education of their children will be provided through opportunities such as:

- Even Start Activities
- Family Focus
- First Steps
- Health Department
- Local Hospitals
- Mental Health Facilities
- Parent Resource Centers
- School website
- Teacher webpages

To the extent possible, we will provide information to Limited English Proficient (LEP) parents in a language the parents understand and provide opportunities for these parents to participate by:

- Offering an opt-out provision not later than 30 days after school starts
- Providing a resource person to contact parents
- Providing an interpreter for meetings
- Providing written communication in the language parents can understand

Polk School District will reserve not less than 1 percent of our allocation to carry out parental involvement activities. An LEA shall provide assistance to participating parents in such areas as understanding the:

- Common Core Georgia Performance Standards and student performance standards
- Components of a schoolwide program
- Components of a targeted assistance school program, if applicable
- Educators to improve the performance of their children
- National Education Goals
- Requirements of Title I Parental involvement
- School Improvement process
- State and local assessments the children
- Ways parents can monitor their children’s progress and work with
- Ways parents can participate in decisions relating to the education of

Polk School District will provide materials and training in the areas of:

- Literacy training to help parents work with their children to improve their child’s achievement.

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• Technology training to help parents work with their children to improve their child’s achievement.

Polk School District will educate teachers, pupil service personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between home and school.

Polk School District will coordinate and integrate parental involvement programs and activities with Head Start, EIP, Lottery Pre-K Program, and/or other programs, as available to the extent feasible and appropriate.

Polk School District will develop appropriate roles for community-based organizations and businesses in parental involvement activities, including providing information about opportunities for organizations and businesses to work with parents and schools and encouraging the information of partnerships between elementary, middle, and secondary schools, and local businesses that include a role for parents.

Polk School District Schools will provide Title I parents resource centers and opportunities for parents to learn about child development and child rearing that are designed to help parents become full partners in the education of their children as appropriate and feasible.

Polk School District will ensure, to the extent possible, that information related to schools and Title I parent programs, Title I meetings, and other related activities is sent to the homes of Title I participating children in the language used in native language.

Polk School District Schools shall annually evaluate the effectiveness in increasing parent participation and identifying barriers to parent participation, such as low-income, disabilities, limited literacy, and limited English proficiency or other racial or ethnic considerations.

Polk School District Schools will use the findings of the annual evaluation to design strategies for school improvement or to redesign this policy.

Polk School District Schools will involve parents of participating students in the decisions regarding how funds for parental involvement are allocated.

Polk School District Schools will provide full opportunities for the participation of limited English proficiency parents and a parent with disabilities including providing information and school profiles in a language and form such that parents understand.

Polk School District Schools shall collect all non-satisfactory parents’ comments regarding its Title I plan and attach such comments to the plan when submitted to the State Education Agency.