

Title I Parent Involvement Policy and Action Plan 7.17.13



What is Title IA?

The Lamar County School System receives Title IA funds as a part of the Elementary and Secondary Education Act of 1965 (ESEA). Title I is designed to support academic standards and provide resources to improve teaching and learning for low-achieving students. Title IA also provides funding to increase and improve parent involvement.

The Lamar County School System and our parents have adopted the National PTA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are:

1. Welcoming All Families
2. Communicating Effectively
3. Supporting Student Success
4. Speaking Up for Every Child
5. Sharing Power
6. Collaborating with Community

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Adoption

This District-wide 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 District Team Planning Sessions and Action Team for Partnership Meetings.

This policy was adopted by the Lamar County School System, on **07.17.13** and will be in effect for the period of the 2013-2014 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before August 5, 2014.

(Signature of Authorized Official)

(Date)

What is the definition of parent involvement?

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- * that parents play an integral role in assisting their child's learning;
- * that parents are encouraged to be actively involved in their child's education at school;
- * 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;
- * the carrying out of other activities, such as those described in section 1118 of the ESEA.

District Goals

Our district's goals, performance criteria, data results and initiatives can be found on our Balanced Scorecard. In addition, each school has a Balanced Scorecard. All Balanced Scorecards are aligned to our Mission, Vision, and our Performance Framework. Our district's strategic goals are:

1. Attaining High Academic Achievement & Success
2. Ensuring Student / Stakeholder Support and Satisfaction
3. Providing Effective & Efficient Operational & Instructional Processes
4. Implementing a Culture of Professional Learning, Growth & Accountability

Figure 1: The Lamar County School System's Performance Framework



What does the Lamar County School system plan to do this upcoming year?

We want parents involved in the joint development of our district-wide parental involvement plan (section 1112 of the ESEA) . Here is what we plan to do:

| Strategies/Actions | Person(s) Responsible |
|--|--|
| * Parents have an opportunity for input every year by completing the Quality Parent Survey online at the Lamar County School System website www.lamar.k12.ga.us (Specific questions to be answered are how to spend the 1% Parent Involvement money and what their training needs are) | |
| * Parents have an opportunity to provide additional input on the Parent Involvement Quality Assurance (PIQA) phone and parent night surveys. PIQA phone surveys are completed monthly. The data is reported each month on the Teaching and Learning Newsletter. The PIQA parent night surveys are completed during parent nights. | |
| * Parents can view the Parent Involvement Policy on the district's website at any time during the year and provide input. We will revise and revisit our System-Level Parent Involvement Policy & Plan each year. | Amy Banks, Parent Involvement Coordinator (PIC) |
| * Parents are notified of the opportunities to give specific input through district's messaging system (phone calls & texts), our district website, and flyers home and/or flyers distributed at DFACS, Health Department and Public Library. Open engagement with parents through phone calls, emails, PIQA surveys, and meetings is always pursued. (pink brochures for FY2013-2014) | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| * In addition to the Parent Involvement Plan, parents have an opportunity to provide input on the Comprehensive LEA Improvement Plan (CLIP) and the Equity Plan all year long -as they are both posted on the district's website. All input will be kept on file. In addition, specific dates for input are posted and distributed every spring for parents to participate during our annual planning process. If a parent lets us know that they do not have a computer or other digital device that allows access to the Lamar County School System's website, we will notify them how to obtain another resource to complete. | |

We want parents involved in the process of school review and improvement ? (section 1116 of the ESEA). Here is what we plan to do:

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| A summary of how Title I funds for parent involvement are used at each school is provided by: | Amy Banks, Parent Involvement Coordinator |
| * Posting on each school's website for viewing anytime | |
| * Sending flyers home to parents during the Open House or first week of school so that it is available before the annual Title I meeting | |
| * Parental feedback will be solicited from the parents at meetings, Parent Coffees, Principals' Advisory Councils and online. | Norma Greenwood, Assistant Superintendent for Teaching and Learning |

We want to be supportive to each school and make sure that the parent involvement activities at each school are effective. Here is what we are planning for technical assistance and other support to improve student academic achievement and school performance:

| Strategies/Actions | Person(s) Responsible |
|---|---|
| * Provide training to principals regarding the federal expectations for the parent involvement component | |
| * Meet weekly with principal/designee ensuring compliance and securing documentation of compliance | |
| * Coordinate planning sessions with Learning Support Specialists and department heads to organize and ensure that our academic assistance to parents is aligned to each school's needs. | Amy Banks, Parent Involvement Coordinator |
| * Provide training to staff using the Parent Engagement tools from the DOE | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| * Post Common Core links on our website to help parents | Principals |
| * Review each school's parent involvement plan to ensure compliance (including the agenda, sign in sheet or minutes showing the plan was developed jointly with parent input. | |
| * Provide guidance on how to use parent involvement money –along with a periodic status reports (MOY and EOY) | |

We want to make sure that we work with other programs like Head Start, Home Schools, Day Cares, and Pre-K Programs. Here is what we plan to do:

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| * Transitioning into Pre-K Program: Assist with the primary school's early learning plan for transition to the LCPS' Pre-K Program including the district's preschool special education class (e.g. distributing information and resources to parents during registration) | Amy Banks, Parent Involvement Coordinator |
| * Transitioning into Kindergarten Program: Assist with the primary school's early learning plan for transition to the Kindergarten Program from home, Head Start, Day Care programs, and the district's Pre-k Program and preschool special needs classroom (e.g. meeting with new principal and devising specific strategies for the upcoming year) | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| * Technical assistance is provided to home school families that cannot register their child on the DOE's website as a home-schooler. When transitioning from home school to LCSS, each school has procedures that are followed when enrolling the home school student. | Patti Hitson, System Coordinator of Instruction and Assessment |
| | Principals & Registrars |

We want to make sure that we conduct an annual evaluation of the content and effectiveness of this parental involvement policy. We want parents to be involved in the decision-making. We want to identify barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, are English Learners, have limited literacy, or are of any racial or ethnic minority background). Here is what we plan to do:

| Strategies/Actions | Person(s) Responsible |
|--|--|
| * Parents have an opportunity for input every year by completing the Quality Parent Survey online at the Lamar County School System website www.lamar.k12.ga.us (Specific questions to be answered are how to spend the 1% Parent Involvement money and what their training needs are). | Amy Banks, Parent Involvement Coordinator |
| * Parents will be able to view the Parent Involvement Policy on the website asking parents for input anytime during the year. In addition, specific dates for input are posted and distributed every spring for parents to participate during our annual planning process. | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| * Parents will have an opportunity to provide additional input on parent activities with the Parent Involvement Quality Assurance (PIQA) phone and parent night surveys. PIQA Phone surveys will be completed monthly. The data is reported each month on the Teaching and Learning Newsletter. PIQA parent night surveys are completed after parent nights. Notify parents of the opportunities of the above through the district's messaging system (phone calls or texts), flyers home, and the website itself. Open engagement with parents through phone calls, emails, PIQA surveys, and meetings is always pursued. | Principals |
| * All results are used in the spring District Improvement Team sessions which are held to plan for improvements for the upcoming school year. | |

We want to build the schools' and parents' capacity so that parents and community are involved and are a partner in the school. Here is what we plan to do:

A. We will provide assistance to parents, as appropriate, in understanding topics such as the following;

- * the State's student academic achievement standards,
- * the State and local academic assessments including alternate assessments,
- * the requirements of Part A,
- * how to monitor their child's progress, and how to work with educators:

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| * Learning Support Specialists assist the PIC in organizing and ensuring that our academic assistance to parents is aligned to each school's needs. | Amy Banks, Parent Involvement Coordinator |
| * Post Common Core links on our website to help parents. | |
| * Provide the CCGPS brochure for math and ELA. | |
| * Provide training to staff using the Parent Engagement tools from the DOE | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| * Collaborate with schools to create and provide a brochure for Social Studies and Science for parents. | |
| * Create and distribute "How to Help Your Child" brochure (e.g. included will be information on how parents can monitor their child's progress: how to access the <i>Powerschool</i> parent portal; how to schedule a parent conference; and how important attendance at school-level parent conferences /parent nights). | Principals Learning Support Specialists |

B. We 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, and content –area resources.

| Strategies/Actions | Person(s) Responsible |
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| * Learning Support Specialists and department heads will assist the PIC in organizing and ensuring that our academic assistance to parents is aligned to each school’s needs. | Amy Banks, Parent Involvement Coordinator |
| * Provide tips and ideas to parents on how to help their child in the core content areas by providing the Teaching and Learning Newsletter on the website and copies to parents and district/school waiting areas including the parent resource room at each school. | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| * Post Common Core links on our website to help parents. | Principals |
| * Research “how to” videos and post on the website. | |

C. We will educate our 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.

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| * Provide training to principals on the latest requirements for the Annual Title I meeting. | Amy Banks, Parent Involvement Coordinator |
| * Meet weekly with principal/designee ensuring compliance and securing documentation of compliance. | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| * Provide professional learning to teachers and administrators using the DOE tools. | Principals, teachers and other school level administrators |

D. We will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Day Care Programs, Pre-K Program, Special Needs Preschool class, conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

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| * Provide brochures about the primary school’s Parent Resource Center to DFACS, Head Start, Lamar County Family Connections Collaborative, the LC/Barnesville Library, and the Health Department, | Amy Banks, Parent Involvement Coordinator |
| * Post on each school’s website the location of the parent resource center – ensure a statement is included that parents from each of these programs may access the parent resource center: DFACS, Head Start, Lamar County Family Connections Collaborative, the LC/Barnesville Library, Home School Programs. | Principals School’s webmaster |

E. We will take the following actions to ensure that information is provided 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 the parents can understand.

| Strategies/Actions | Person(s) Responsible |
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| * Use Google translator to allow parents that view the website access to a language they understand | LCS Website Master |
| | Amy Banks, Parent Involvement Coordinator |
| * Use interpreters as much as possible to provide written communication to parents in a language they understand | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| | Principals |
| | Sharon Manley, School Nutrition Coordinator |

F. We will provide other reasonable support for parental involvement activities under section 1118 as parents may request.

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| * Provide additional support to schools that meet the needs of parents for the Core Content Areas (ELA, math, science, and social studies) based on their responses from surveys, phone calls, emails, or any other communication context. | Amy Banks, Parent Involvement Coordinator |
| | Norma Greenwood, Assistant Superintendent for Teaching and Learning |
| | Other invited LEA staff (e.g. social worker, psychologist) |
| | School level administrators and instructional leaders |



The Mission of the Lamar County School System is to work with and encourage our families and community to provide and participate in world class educational opportunities that inspire all learners to reach their potential.

Additional enrichment components

To enrich and build parent capacity, we will implement the following actions from the ESEA's discretionary list of activities.

| Strategies/Actions | Person(s) Responsible |
|--|--|
| <p>Discretionary Activities (definition)</p> <ul style="list-style-type: none"> * adopting and implementing model approaches to improving parental involvement; and * establishing a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs <p><u>LC Discretionary Strategies/Actions</u></p> <ul style="list-style-type: none"> * Continue to adopt and incorporate the National PTA Standards for Family School Partnerships * Continue the Action Team for Partnership (district –wide parent council for feedback) * Utilize Passport to Success graduates as mentors, committee members, Open House booths * Implement Parent Involvement Quality Assurance Survey (telephone survey conducted weekly) * Implement Parent Involvement Quality Assurance Survey (Parent night survey) * Continue parent call system, Student Information parent portal, and school/district website. * Continue to collaborate with Lamar County Collaborative, DFACS, McIntosh Trail, Barnesville Library, and Health Department | <p>Amy Banks, Parent Involvement Coordinator</p> <p>Norma Greenwood, Assistant Superintendent for Teaching and Learning</p> <p>Social worker & psychologist</p> <p>School level administrators and instructional leaders</p> |
| <p>Discretionary Activity (definition)</p> <ul style="list-style-type: none"> * paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions : <p><u>LC Discretionary Strategy:</u> Provide child care and/or transportation as necessary for district or school –level meetings</p> | <p>Amy Banks, Parent Involvement Coordinator</p> <p>Norma Greenwood, Assistant Superintendent for Teaching and Learning</p> <p>School level administrators and instructional leaders</p> |

General expectations

The Lamar County School System agrees to implement the following statutory requirements:

carry out programs, activities and procedures in accordance with the definition on the next page.

The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will

The school district 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 of 1965 (ESEA). These programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.

Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.'

- The school district will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, 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 required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, 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 district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.

