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# Parental Involvement Plan *(From No Child Left Behind Guidance)*

***In support of strengthening student academic achievement, each local educational agency (Bessemer City Schools) that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement plan that contains information required by section 1118(a)(2) of the Elementary and Secondary Education Act (ESEA) (LEA parental involvement plan). The plan establishes the LEA’s expectations for parental involvement and describes how the LEA will implement a number of specific parental involvement activities, and is incorporated into the LEA’s plan submitted to the State educational agency (SEA).***

**PART I. GENERAL EXPECTATIONS**

The Bessemer City School District agrees to implement the following statutory requirements:

* Bessemer City Schools 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). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
* Consistent with section 1118, Bessemer City Schools 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.
* Bessemer City Schools will incorporate this LEA parental involvement plan 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, Bessemer City 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.
* Bessemer City Schools 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.
* Bessemer City Schools 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:

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

*(A) that parents play an integral role in 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****.***

* Bessemer City Schools will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

PART II. DESCRIPTION OF HOW BESSEMER CITY SCHOOLS WILL IMPLEMENT REQUIRED LEA PARENTAL INVOLVEMENT PLAN COMPONENTS

1. The Bessemer City Schools will take the following actions to involve parents in the joint development of its LEA parental involvement plan under section 1112 of the ESEA:

* Set aside the entire 1% of the Title I, Part A allocation so that it may be used to implement the Bessemer City Schools Parent Involvement plan.
* By providing annual advisory meetings that are held in the fall and spring of each school year. Information is provided on the expenditures of the Federal Programs and these meetings provide for public comment from parents.
* By providing Parent work sessions that are held to plan and make revisions for first and second semester at the local schools. School-Home Compacts, Policy Statements, Parent Surveys and Annual Evaluations of the Content and Effectiveness of the LEA Parental Involvement Plan are reviewed. Topics are selected by parent representatives and teacher representatives and presented in workshops which are held at each school and/or the Bessemer Board Annex (Parent Resource Center).
* The Advisory Committee will establish district parent involvement goals for the year, determine how schools can be supported to accomplish these goals and develop a method for measuring success.
* Parent workshops are held monthly at each school on various topics selected by the Parent Advisory Committee Members (parents, teachers and/or counselors and principals) based on the parents, students and school needs.
* Flyers, phone calls, mail outs, and signs are used to involve parents in the joint development of its LEA parental involvement plan.

2. The Bessemer City Schools will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

* The primary function of the school-level Parent Advisory Committee (PAC) will be to allow parents to review available data with school staff and to provide input to assist schools in modifying and updating School Improvement Plans.
* Notify parents/guardians of school choices such as open enrollment opportunities
* School choice related to school improvement status
* Supplemental Educational Services related to school improvement status

3. The Bessemer City Schools will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

* + The Title I Advisory Committee will meet each semester. They will have the opportunity to review and make recommendations for improvements to the plan.
  + The Title I Advisory Committee and The Bessemer City School System will provide the coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
* Parent Involvement meetings will be offered at various times to accommodate parents’ work schedules. A schedule and reminder will be provided via internet, phone calls, flyer and marquee.
* Title I teachers will provide support to schools in planning Open House, Parent Orientation, PTA, meetings, grade level activities, and other parent events.
* The Parental Involvement Program (PIP) provides a well-stocked resource center with pamphlets, books, tapes, CDs, educational games, puzzles, flash cards, workbooks, and reinforcement materials for parents to borrow and/or keep for use at home with their children.

4. The Bessemer City Schools will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs by:

* + Working collaboratively with Bessemer’s Pre-K at Abrams, English As A Second Language (ESL), New Horizon Alternative Program, The Parent Project and other programs to conduct activities that encourage parents to support and fully participate in the education of their children.
  + Monthly parent involvement activities for parents of preschoolers will be conducted throughout the year.
  + Working as partners with The Exchange Club Family Skills Center, the Bessemer Housing Authority, the Bessemer Public Library, and the Bessemer Police Department (The Parent Project) within the community to accommodate parents’ schedules.

5. The Bessemer City Schools will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement plan 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, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement plan and activities to design strategies for more effective parental involvement, and to revise, if necessary (with the involvement of parents) its parental involvement policies.

* Title I District Team will develop a parent survey assessment that solicits input regarding parent's concerns and needs that are not being sufficiently addressed at either the district or school level. Each school administrator will ensure that these activities are carried out on an annual basis.

* The Federal Programs Coordinator will conduct, with the involvement of the federal programs advisory committee, an annual evaluation of the content and effectiveness of the system’s parental involvement plan with regard to improving academic quality of the schools served, including identifying barriers to greater participation by parents in activities authorized by law, particularly by parents whose children are:

* Economically disadvantaged
* Have disabilities
* Have limited English proficiency
* Have limited literacy
* Are of any racial or ethnic minority background
* Are parents of migratory children

1. The Bessemer City Schools 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 schools involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The Bessemer City Schools will, with the assistance of its Title I, Part A schools, 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 --

* the State’s academic content standards
* 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
* how to work with educators
* The policy will be evaluated annually by the District Parent Advisory Committee (PAC). A copy of all parent comments, suggestions, and recommendations will be provided for the committee’s consideration. If any changes are suggested, discussion will take place until an agreement is reached. The policy will then be updated as needed to meet changing needs of parents and the schools. The evaluation will include identifying and removing barriers to greater participation by parents in parental involvement activities.
  + Parent Workshops/ Seminars
  + Positive Behavior Supports (PBS)
  + Parent assessments/ Evaluation
  + SAC meetings
  + PTA/PTO meetings
  + Parent conferences
  + Provide copies of Parents’ Rights and the Title 1 District Parent Involvement Policy to be distributed with the school’s Parent Involvement Plan and the School compact
  + As part of each school’s School Improvement Plan share the results of parent assessments which are documented and analyzed
* An evaluation instrument will be provided at each Title I Parent Involvement activity. Parents will have the opportunity to evaluate the activity and will be able to make suggestions for improving activities and removing barriers. A summary of these suggestions and recommendations will be forwarded to the PAC for consideration.

B. The Bessemer City School district will, with the assistance of its schools, 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 parental involvement, by:

* The LEA will, with the assistance of its schools, provide materials and

training to help parents work with their children to improve their children’s

academic achievement, such as literacy training, Positive Behavior Supports (PBS) and using technology, as appropriate, to foster parental involvement, through meetings of the Parent Advisory Committee, the Parent Center and school level parent workshops.

* The Parent Resource Center staff will be available to assist parents who do not have access to computers.
* The Parent Involvement Specialist will offer technology workshops for parents.
* The School Principal or designee will conduct workshops at each Title I school outlining state and local assessments to be administered during the school year.
* Principals will schedule the dates and times of these workshops so that they are favorable to maximum parental participation.

C. The Bessemer City Schools district will, with the assistance of its schools and parents, 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, by:

* Principal/Administrator’s meeting provide information on 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.
* New teacher orientation will include a segment on how to effectively communicate with parents.
* Conducting in-service training on techniques that will improve parental involvement at the school and classroom level.
* Each year, the Bessemer City School District will distribute an assessment survey for parents. This assessment survey will include a segment for parents to write in other workshop suggestions, the time of day that is best for them to participate in workshops, and how to effectively plan parent involvement activities.
* Provide workshops and training on the No Child Left Behind Law.
* Resources will be available for parents to use at home such as parenting study tips
* Parents will also have access to the school website and to student information through I-NOW
* Homework Hotline

D. The Bessemer City Schools district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Bessemer’s Pre-K at Abrams, Reading Is Fundamental (RIF), Home Instruction Programs for homebound students, the Parents as Substitute Teachers (PAST) Training activities, 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 by:

* Facilitating collaboration among Community Involvement, Professional Development, Curriculum, Positive Behavior Supports (PBS) Teams, Exceptional Student Education, Safe and Drug Free Schools, Families In Transition (Homeless), Pre-K, Parents as Substitute Teachers Training (PAST) and the English as a Second Language (ESL) departments. The focus of the collaboration among departments is to identify barriers to parent involvement and identify strategies to overcome them.

E. The Bessemer City Schools district 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 the parents can understand:

* Parent surveys, Annual Evaluation, Home-School Compacts, Policy Statement (District and Local), Parent Brochures and flyers will be distributed in both English and Spanish as needed in local schools.
* Information will be translated as needed by the Bessemer City School’s ESL Department.
* Interpreters will provided for meetings as needed for parents that do not speak English.
* Materials will be provided in an understandable format*.*

PART III. DISCRETIONARY LEA PARENTAL INVOLVEMENT PLAN COMPONENTS

NOTE: The Bessemer City Schools Parental Involvement plan includes activities that the school district, in consultation with its parents, chooses to undertake to build parents’ capacity for involvement in the school and school system to support their children’s academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

* involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
* providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
* 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;
* training parents to enhance the involvement of other parents;
* in order to maximize parental involvement and participation in their children’s education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
* adopting and implementing model approaches to improving parental involvement;
* establishing a LEA parent advisory committee to provide advice on all matters related to parental involvement in Title I, Part A programs;
* developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
* providing other reasonable support for parental involvement activities under section 1118 as parents may request.

PART IV. APPROVAL

Bessemer City Schools Parental Involvement plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by (September) Principal Meeting and (October) Parent Advisory Committee Meetings (Local Schools) . The Bessemer City Schools district will distribute this plan to all parents of participating Title I, Part A children on or before Fall 2011-2012.

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PLAN APPROVED BY (*Person or Entity*) DATE OF APPROVAL