

SUNFLOWER COUNTY CONSOLIDATED SCHOOL DISTRICT

PARENT AND COMMUNITY INVOLVEMENT 2014-2015 HANDBOOK



SUNFLOWER COUNTY CONSOLIDATED SCHOOL DISTRICT

Vision

All students will experience success by graduating college and career ready.

Mission Statement

The mission of the Sunflower County Consolidated School District (SCCSD) is to unify our schools, communities, and parents to successfully educate all students to enable them to compete globally.

Core Beliefs

- A safe and orderly climate is important to the teaching and learning process. **(Safety)**
- Building positive relationships is critical to student success. **(Relationship Building)**
- All children can and will learn academic and social skills necessary to advance in society. **(All Children will Learn)**
- High expectations will be held for students, teachers, and staff. **(High Expectations)**
- The school, students, parents, and community members should be partners in the educational process for our children. **(Partners in Education)**
- Administrators, staff, and faculty are committed to life-long learning. **(Life-Long Learning)**

INTRODUCTION

The Sunflower County Consolidated School District is embarking on a venture to involve the community in the education of its youth. The private sector and public education have a common goal: the building of a community that enhances the quality of life for all who live within it. The fundamental factor in improving the quality of education in the district is to bridge the gap between parents, teachers, businesses, and community. With education being the cornerstone of all our hopes, dreams, and realities, each individual must play a vital role to build a solid foundation for the educational foundation process.

The Sunflower County Consolidated School District Plan outlines the means by which the district and each of its schools plan to address parent/community involvement. Each school within the district has developed a plan which describes various roles the school plays in the district's overall plan.

District goals, objectives, activities, and timelines for activity implementation are spelled out in this plan. The individual school will use the content of this plan as a blueprint to plan additional activities tailed to its needs.

The plan has four parts: (1) District's goals; (2) Objectives, programs, strategies, implementation schedules and evaluation techniques; (3) incentives that the district will use to recognize and reward parents and community persons for their involvement and (4) relationship of the plan to the District's Strategic Plan.

PART I

Goals: To provide an organized system to encourage community involvement, parental involvement, parental communication, and business partnerships in the school district decision-making.

To provide an organized system to encourage and obtain parental support for the academic and discipline programs.

SUNFLOWER COUNTY CONSOLIDATED SCHOOL DISTRICT

Title I

The Sunflower County Consolidated School District is pleased to offer program activities and procedures for the involvement of parents of participating children. The services are offered to develop effective school and community relationships and to help parents work with their children to improve student achievement.

The District will:

- Offer a flexible number of meetings (A.M. and P.M.) to involve parents in the joint development of policy procedures and decisions regarding the use of funds set aside for parental involvement.
- Provide an annual meeting to notify parents of their child(ren)'s participation in the program and explain Title I planning, reviewing, evaluating, and improvement of programs.
- Coordinate and integrate parental involvement activities with Head Start's parental involvements activities.
- Provide training to help parents understand the Curriculum, the State's Content Standards, the State's Student Performance Standards and State and Local Assessments.
- Provide timely responses to parents' recommendations
- Provide technical assistance and other support necessary to assist participating schools in planning and implementing effective parental involvement programs.

SUNFLOWER COUNTY CONSOLIDATED SCHOOL DISTRICT

2014-2015 Parental Involvement Policy

In accordance with Section 1118 of No Child Left Behind, parents, community members, Title I staff and administration will review, evaluate, and revise the Parental Involvement Policy for the schools involved in the Title I Program during each school year.

The following strategies are implemented as part of the No Child Left Behind legislation.

The district will reserve at least one percent of its Title I allocation for parental involvement activities. At least 95% of the parent involvement funds will be spent at the school level.

The district will notify parents annually that they have the right to request information about the qualifications of their children's teachers and of any paraprofessionals who instruct them. This notification will be in the form of notes to parents, announcements at PTSA meetings, announcements at planning committee meetings, and/or newspaper notices. This statement will be part of the parental involvement policy, which will be shared with parents in the Student/Parent Handbook.

Annual meeting will convene for all participating children, at a convenient time, to inform parents of Title I participation, its requirements, and their right to be informed

Parents will be notified if their child is placed in a program for LEP students. This notification will be in the form of a conference with the parent, teacher, and principal.

Parents will be notified when a school or district is identified as needing improvement. This notification will be in the form of notes to parents, announcements at PTSA meetings, announcements at planning committee meetings, and/or newspaper notices.

1. [Sec. 1118 (a) (2) (A)] The current policy has been revised following a public meeting and work sessions involving parents, Title I teachers and administrative staff, support services, and teaching staff. At these meetings, the staff provided overviews of the school programs and services, reviewed standardized test score analysis, budgets, eligibility requirements, and other documents of the previous Title I plan. A working committee (Title I School Support Teams) then met in several sessions to draft revisions to the Parental Involvement Policy.

2. [Sec. 1118 (a) (2) (B)] To ensure effective parental involvement in the project, the schools will sponsor training workshops for parents conducted by the Parent Coordinator and implement the Parents as Teachers Program. Parent training may include homework assistance, and training to help parents understand the Mississippi assessment process. Parents may help recommend and select materials to be used in the training.

3. [Sec 1118 (a) (2) (C)] The individual schools involved will actively encourage parents of participating children to attend parent workshops provided by other local agencies including: HeadStart, Sunflower Early Learning Collaborative, Parent Cooperative Home Extension, Sunflower County Health Department, and other appropriate agencies in the county, region, and state.

4. [Sec 1118 (a) (2) (D)] The Federal Program Coordinator will develop a survey to provide on-going evaluation of the level of parental involvement throughout the school year. There will be one annual meeting, to which all parents will be invited with the expressed purpose of reviewing, evaluating, and revising the parental involvement policy. Parents, community leaders, teachers, and administrators will meet with the collaborative structure to recognize, plan, and share ideas on parental involvement.

5. As per the requirement in Sec. 1118 (a) (3) (A), at least 1% of the Title I budget for the **2013-2014** year has been designated for parental involvement. At least 95 percent of these funds will be spent at the school level.

6. [Sec. 1118 (b) (1-4)] Copies of the Parental Involvement Policy will be distributed at the time of registration, open houses, PAC meetings, and training sessions. Allocations shall be made in the Parental Involvement portion of the budget for maximum distribution of the revised policy and project summary to parents. Parents, who disagree with all or part of the plan, will be instructed to submit their comments in writing to the Title I staff or the monitoring team so that those may be submitted with the plan to the State.

7. [Sec. 1118 (c) (1-2)] Meetings described in Item 4 above will be scheduled at flexible times to ensure maximum parental involvement.

[Sec. 1118 (c) (3)] Parents will be involved in an organized, ongoing, and timely way in the planning, reviewing, and implementation of the school-wide plan by serving on the school's planning committee which completes the needs assessment and revises the school-wide plan and parental involvement policy annually.

8. [Section 1118 (c) (4) (A-E)] Every effort will be made to keep parents informed of their children's performances, curricular expectations, and progress towards objectives. The following suggestions will be implemented during the **2014-2015** school year to maximize parental awareness and involvement in the academic progress of their children in the project schools:

(a) Progress report forms should be sent to parents the fourth week of each nine weeks

(b) Parents/guardians should be required to pick up at least one of the report cards during the school year.

(c) Teachers must indicate comments on the progress reports or report cards of students functioning below average (D's or F's).

- (d) Parents who wish may enter into learning compacts with their children and their teachers.
- (e) Graduation requirements will be listed in the student handbook.

(f) Parents of students in grades 11 and 12 will be contacted by letter of their children's progress towards graduation.

(g) Title I staff, teachers, and administrators shall encourage parents to observe and volunteer in various capacities in the classrooms, for school projects, field trips, and as tutors.

(h) Notes will be sent home to parents to keep parents informed in a timely manner of programs and curriculum in the school. The notes will be in the native language of LEP students and will be written in language that is at the appropriate reading level for the families of our district.

(i) Parent volunteers will be encouraged to assist in each extended year class.

9. [Sec. 1118 (d)] As mentioned in Item 8d above, the school will develop a learning compact which parents will voluntarily enter into with their children's teachers and school staff.

[Sec. 1118 (d)(1)] Curriculum information will be made available to parents and explained to them in language that they understand so that each parent can understand their role in helping their children meet the State's high student performance standards. Workshops and parents volunteering in classrooms where they can see the curriculum in action will be the primary way of accomplishing this. Parents will also be asked to support their children's learning by monitoring attendance, homework completion, and television watching

[Sec. 1118 (d) (2 a-c)] Open house for parent teacher conferences will be held in the fall at each school to discuss with parents the compacts, parental involvement policy, and programs affecting their children's education. Progress reports will be sent home to parents at the half-way point of each grading period. Parents will be requested to make an appointment for a parent teacher conference at the time if needed. Parents may visit the classrooms for observation of class activities or volunteering by going through the school's principal.

10. [Sec. 1118 (e) (1-15)] The training workshops for parents shall include sessions designed to help parents understand the National Education Goals of No child Left Behind Legislation, the curriculum objectives of the State of Mississippi, the performance standards required by the State Accreditation Commission and the Sunflower County Consolidated School District, on the required standardized tests. Parent awareness and recognition programs may be held at each school each year. Training will be provided to parents in all academic areas. The District Parent Resource Center will be housed at one designated site in the Drew community. The Parent Liaison will provide materials and training for parents as well as a point of contact between the parents, community and the school.

11. [Sec. 1118 (f)] The Parent Liaison will be responsible for providing opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.

12. [Sec. 1118 (g)] The Parent Liaison will provide services to his/her assigned school in the district. The Parent Center Coordinator and Parent Liaison, in conjunction with the Title I Staff, site staff, and the members of the monitoring team, will encourage, whenever possible, cooperation with other agencies, particularly those offering literacy training for parents. Volunteers will be recruited by the administrative support staff and school staff.

Parent Name

Date

PART II

I. Objective: PROVIDE FOR PROFESSIONAL DEVELOPMENT TRAINING FOR PARENTS AND TEACHERS

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|--|--|---|--------------|---|
| A. Provide Classes/Rallies | Schedule content and grade level meetings | Teachers/Principals/Counselor/ Federal Program Director | Quarterly | Sign-In-Sheets |
| B. Provide Training for Parents | Provide training in the school and/or parent center | Schools Central Office/Principals Parent Director/Parent Liaison | Ongoing | Flyers/Agendas/Sign-In Sheets |
| C. Distribute a Newsletter/ Activity Calendar | Select and print information from educational resources and list current school updates | School Site-Team | August - May | Distribution of Copies |
| D. Cultural Awareness | Invite parent to visit and participate in the cultural awareness training | Building Administrators | August - May | Distribution of Copies |
| E. Provide Technology Curriculum and Literacy Training | Establish a School-Family Partnership Action Team to implement planned partnership activities related to technology and literacy training, student achievement goals, the curriculum and student expectation | Teachers, Consultants, Administrators and Counselors | Ongoing | Student Achievement Sign-In-Sheet and Activity Evaluation |

II. Objective: PROVIDE CLEAR PRACTICAL INFORMATION ON INSTRUCTIONAL TECHNIQUES AND INSTRUCTIONAL OBJECTIVES

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|-------------------------------------|--|--|--|-----------------|
| A. Grade-Level/Subject Area Meeting | Invite parents to attend meetings to become familiar with the objectives to be taught each grading period | Teachers/Principals/Curriculum/Counselor/Liaison | Each Grading Period | Sign-In-Sheets |
| | Invite parents to attend meetings to discuss test-taking strategies, data interpretation, school needs educational issues, and parents' concerns | Teachers/Principals/Testing Parent Liaison/Counselor | Ongoing | Sign-In- Roster |
| | Schedule special parent meeting and explain student expectation booklet in a general assembly | Principals/Curriculum Coordinator | October and other times when necessary | Sign-In-Sheets |
| B. Open House | Schedule grade level meeting to discuss specific performance standards | Principal/Teachers/Counselor/Parent Liaison | Ongoing | Sign-In-Sheets |

III. Objective: PROVIDE OPPORTUNITIES FOR COMMUNITY TO BE CAREER CONSULTANT (At Teacher's Request)

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|---------------------|---|--|----------|--|
| A. Career Day | Invite parents to be presenter and share their expertise in their areas of concentration | Teachers/Principals/Counselor | Ongoing | Sign-In-Sheets Participation List |
| B. Assembly Program | Schedule program to invite parents and community leaders, businessmen, and professionals as guest speakers | Teacher/Principals/Counselor | Ongoing | Program Participants Sign-In-Sheets |
| | Assist teachers with scheduled programs | Principals/PTSA President/ Counselor | Ongoing | Sign-In-Sheets |
| C. Special Classes | Invite parents and community participants to enhance instructional objectives (historical events, interviews, job experience, job expectations, etc.) reading partners, motivational talk | Principals/Teachers/PTSA President/ Counselor | Ongoing | Sign-In-Sheets |

IV. Objective: PROVIDE OPPORTUNITIES FOR PARENTS TO BE INVOLVED IN DECISION-MAKING

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|---|--|--|----------|--|
| A. Organize a District Advisory Committee | Establish a school-wide decision making team to build communication lines and problems solving strategies | Principals/Counselor/Teachers/ Parents | Ongoing | Observation/Level of Participation/Minutes of Meetings/Sign-In Sheets |
| B. Organize a District P-16 Council | Establish a school-wide decision making team to build communication lines and problems solving strategies between the district and the schools | Principals/Counselor/Teachers/ Superintendent/Business Leaders/ Community Leaders/Students/ District Employees | Ongoing | Observation/Level of Participation/Minutes of Meetings/Sign-In Sheets Handouts |
| | Increase participation and membership in the PTSA | Principals/Parents Liaison/ Teachers/President of PTSA | Ongoing | Record of Membership/ Sign-In-Sheets |
| C. PTSA Meetings | Each school will host monthly meetings A. W. James Elementary Carver Elementary School Drew Hunter Middle East Sunflower Elementary Gentry High School Inverness Elementary James C. Rosser Elementary Lockard Elementary School Merritt Middle School Moorhead Middle Ruleville Central Elementary Ruleville Central High Ruleville Middle | Principals/Teachers/ Parents/ Community Supporters | Ongoing | Flyers/Minutes of Meeting/ Agenda/Sign-In-Sheets |

V. Objective: PROVIDE OPPORTUNITIES FOR PARENTS TO IMPROVE ACADEMIC SKILLS

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|---|---|--|----------|------------------------------------|
| A. Make and Take Workshops (K-7) | Conduct an after-school-workshop with parents constructing and utilizing games for remediation and enrichment | Individual Schools/Federal Program Director/Parent Liaison | Ongoing | Sign-In-sheets/Student Achievement |
| B. Technology Training | Offer Level I and Level II computer training at Drew Schools Parent Center | Teachers/Parent Liaison/Parent Director/Administrators | Ongoing | Sign-In-Sheets |
| C. Mentor Recruitment | Conduct training sessions to strengthen mentors and to recruit new members | Counselor/PTSA President/Parent Liaison | Ongoing | Sign-In-Sheets |
| D. Parents/Teachers Conferences from District Level | Pre-schedule time with teachers and parents Train parents to help with homework | Counselor/PTSA President/Parent Liaison | Ongoing | Sign-In-Sheets |
| E. Basic Skills Training | Offer training in basic reading, writing, and math strategies | Parent Liaison/Principals | Ongoing | Sign-In-Sheets/Activity Evaluation |

PART III

VI. Objectives: PROVIDE INCENTATIVE TO MAKE PARENTS AND OTHER COMMUNITY STAKEHOLDERS FEEL WELCOME

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|--|---|---|----------|--|
| A. Build an Inviting Educational Environment | Provide a specific location for a parent resource center to serve all schools in district | Teachers/Counselor/Parent Liaison/Principals | Ongoing | Parent Sign-In- Roster/ Resource Check-Out Roster |
| | Have a District Parent Appreciation Day | Principals/Teachers/Parent Liaison Central Staff | Ongoing | Programs/Sign-In-Sheets/ Phone Logs |
| | Schedule a Get-Acquainted Night/Day | Principals/Teachers/Counselor/ Parent Liaison | Ongoing | Sign-In-Sheets/Phone Logs |
| | Schedule meeting times to accommodate parents' needs at various sites | Teachers/Counselors | Ongoing | Phone Logs/Sign-In-Sheets |
| | Schedule parent-sponsored programs | Principals/Counselor/Teachers/ Parent Liaison | Annually | Programs/Parent Participation/Sign-In-Sheets |
| | Schedule home visits to establish a good rapport with parents | Teachers/Parent Liaison/Counselor | Ongoing | Visitation Forms |

PART III

VII. Objectives: PROVIDE INCENTATIVE TO MAKE PARENTS AND OTHER COMMUNITY STAKEHOLDERS FEEL WELCOME

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|----------|--|-----------------------------------|----------|------------------------------------|
| | Select a Parent of the Year | Principal/Teachers/Parent Liaison | Ongoing | Selection Instrument/ Committee |
| | Schedule End of Unit Classroom activities and invite parents to attend | Teachers | Ongoing | Sign-In-Sheets |
| | Post welcome signs in main entrances of schools | Teachers/Principals | Ongoing | Parent Observation/ Response |

PART IV

VIII. Objectives: IDEAS FROM THE STRATEGIC PLAN

| Activity | Strategy | Person Responsible/Resource | Timeline | Evaluation |
|----------|---|---|---------------------------|--|
| | Provide student learning opportunities with local business to assist high school students with career options | Counselors/Principals/Teachers/ Special Education Supervisor | Ongoing | Participation List |
| | Work with businesses and community organizations to provide student learning experiences to enhance career options | Counselor/Principals/Teachers | Ongoing | Participation List |
| | Provide parents with opportunities to gain knowledge and resources to become active participants in their children's academic and social activities | Counselor/Principals/Teachers/ Parent Liaison/President of PTSA | Ongoing | Improved Student Performance/Performance Data/Sign-In-Sheets |
| | Provide a Parent-Teacher-Student Conference Day each semester | Principals/Counselor/Parent Liaison | Oct., 2014; Jan., 2015 | Sign-In-Sheets/Phone Logs |
| | Increase participation in volunteer programs | Counselor/Principals/Teachers/ Parent Liaison/President of PTSA | Ongoing | Level of Participation/ Attendance Sheets |

SUNFLOWER COUNTY CONSOLIDATED ELEMENTARY SCHOOLS

2014-2015 Parental Involvement Policy

PART I. GENERAL EXPECTATIONS

Sunflower County Consolidated Elementary Schools agree to implement the following statutory requirements:

- The school will distribute a school Parental Involvement Policy to parents of child participants, developed by the Title I Committee and approved by the Sunflower County Consolidated School District.
- The school will notify parents about the school Parental Involvement Policy in an understandable and uniform format.
- The school will make the school Parental Involvement Policy available to the local community.
- The school will periodically update the school Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the school Parental Involvement Policy as a component of its School-Parent Compact, which will include an additional attachment.
- The school agrees to be governed by the following statutory definition of parental involvement and 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, behavior, 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.

PART II: DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Sunflower County Consolidated Elementary Schools** will take the following actions to involve parents in the ongoing joint development and agreement of its School Parental Involvement Policy and its School Wide Plan, under Section 1118(b) of the ESEA:
2. **Sunflower County Consolidated Elementary Schools** will take the following actions to

distribute the school Parental Involvement Policy to parents of participating children and the local community:

- Include these documents in the registration packet distributed to all **Sunflower County Consolidated Elementary Schools'** families.
 - Make copies available in the school office.
3. **Sunflower County Consolidated Elementary Schools** will periodically update its school Parental Involvement Policy to meet the changing needs of parents and school.
 - The Parental Involvement Policy will be updated each year.
 4. **Sunflower County Consolidated Elementary Schools** will convene an annual meeting to inform parents of the following:
 - That their child's school participates in Title I
 - About the requirements of Title I
 - Of their rights to be involved, as described in detail in the student handbook.
 - This information about the Title I Program will be disseminated to parents during PTSA and other parent meetings.
 5. **Sunflower County Consolidated Elementary Schools** are committed to being flexible when scheduling parent meetings in regard to the Title I Program understanding that parent participation is the key to the program's success.
 6. **Sunflower County Consolidated Elementary Schools** will provide information about Title I Programs to parents of participating children in a timely manner:
 - Quarterly updates as to student's progress
 - Teacher conference will be conducted if a change in the student's instructional program is deemed necessary.
 7. **Sunflower County Consolidated Elementary Schools** will provide parents of participating children with a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet by:
 - Disseminating and explaining parent notification letters describing the Title I Program during registration and other activities during the year.
 - Members of the Title I Team will describe the program to the parents.
 - Holding Open Houses to assist in informing parents about curricular activities and allow them to participate in those activities.
 8. **Sunflower County Consolidated Elementary Schools** will provide parents of participating children opportunities to participate in the decision making process relating to the education of their children:
 - Teachers and parents have the right to request a meeting to discuss the academic progress of students.
 - During Title I Team meetings parents are encouraged to actively participate in the decision-making process.
 - Twice yearly at report card conferences or progress report conferences, teachers

will inform parents of their child's progress and provide the opportunity to discuss changes to the plan.

- **Sunflower County Consolidated Elementary Schools** will submit to the district any parent comments if the School-Wide Plan under Section (1114)(b)(2) is not satisfactory to parents of participating children:
- Board Policy outlining complaint procedures can be found in the first day packet sent to each family at the beginning of the school year.
- Copies of the policy can be obtained at the school office.

PART III: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. **Sunflower County Consolidated Elementary Schools** will build the schools and parent's capacity for strong parental involvement, in order to improve student academic achievement through the following activities:
 - PTSA membership
 - Back to School events
 - School Site Council meetings open to the public
 - Classroom volunteerism and participation
 - District-wide and school-wide committees developing curriculum and policy
2. The schools will incorporate the school Parental Involvement Policy as a component of its School-Parent Compact:
 - The School-Parent Compact will be found in the first day packet.
 - All families are required to read, sign, and return both compacts.
3. The schools, with the assistance of the district, will provide parents with the following information in the following ways:
 - 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 Title I
 - How to monitor their child's progress
 - How to work with educators

This will be accomplished by conducting meetings including Opened House, Back to School Nights by grade level, End of the Year Preview Meetings and Parent Conferences.

4. The schools will, with the assistance of the district, provide parenting classes to the community in an effort to assist in promoting healthy parent-child interaction.
5. The schools will, with the assistance of the district and parents, educate its teachers, pupil services personnel, principals, and other staff on how to reach out to, how to communicate with, and on how to work with parents as equal partners in the value and utility of parent participation by:

- Informing teachers of school and district parent involvement policies
 - Discussing strategies for involving parents at regular staff meetings and district workshops
 - Stressing parent participation and involvement through the Sunflower County Consolidated School District attended by all new certified employees.
6. The schools will 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 through:
- Monthly school bulletins which are sent to all families by teachers
 - The school and district website
 - A bi-weekly electronic newsletter which is sent to all families
 - SST confirmation letters that are sent to all families of participating students
 - Teacher newsletters and parent communiqués
7. **Sunflower County Consolidated Elementary Schools** to the extent practical will provide opportunities for the participation of Limited English Proficiency, parents with disabilities and parents of migratory children.

PART V. ADOPTION

This School Parental Involvement Policy has been developed agreed upon with parents of children participating in Title I, Part a Programs, as evidenced by the Title I Team's discussion and agreement.

This policy was adopted by **Sunflower County Consolidated Elementary Schools** in July of 2014 and will be in effect for the 2014-2015 school year. It will be made available to the school community on or before August, 2014. **Sunflower County Consolidated Elementary Schools'** notification to parents of this policy will be in an understandable and uniform format, and provided for community access.

Principal Signature

Date

Parent Signature

Date

SUNFLOWER COUNTY CONSOLIDATED MIDDLE/HIGH SCHOOLS

2014-2015 Parental Involvement Policy

PART I: GENERAL EXPECTATIONS

Sunflower County Consolidated Middle/High Schools agree to implement the following statutory requirements:

- The schools will distribute a School Parental Involvement Policy to parents of child participants, developed by the Title I Committee and approved by the Sunflower County Consolidated School District.
- The schools will notify parents about the school's Parental Involvement Policy in an understandable and uniform format.
- The schools will make the school's Parental Involvement Policy available to the local community.
- The schools will periodically update the school's Parental Involvement Policy to meet the changing needs of parents and the school.
- The schools will adopt the school's Parental Involvement Policy as a component of its school-parent compact, which will include an additional attachment.
- The schools agree to be governed by the following statutory definition of parental involvement and 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, behavior 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. that the carrying out of other activities, such as those described in section 1118 of the ESEA;

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Sunflower County Consolidated Middle/High Schools** will take the following actions to involve parents in the ongoing joint development and agreement of its school Parental Involvement Policy and its School-Wide Plan, under Section 1118 (b) of the ESEA:
 - Distribute the following materials to parents: district's Parental Involvement Policy, the school's Parental Involvement Policy, and the School-Parent Compact
 - **Sunflower County Consolidated School District** will approve these documents before shared with the public.
2. **Sunflower County Consolidated Middle/High Schools** will take the following actions to distribute the school's Parental Involvement Policy to parents of participating children and the local community:
 - Include these documents in the registration packet distributed to all **Sunflower County Consolidated Middle/High School's** families.
 - Make copies available in the school office.
3. **Sunflower County Consolidated Middle/ High Schools** will periodically update its school's Parental Involvement Policy and Compact to meet the changing needs of parents and the school.
 - The Parental Involvement Policy will be updated each year.
 - The school will submit comments and concerns to the LEA, if the school-wide plan is not satisfactory to parents.
 - The Parent-Student Compact is jointly developed with parents of participating students. The process is completed during scheduled planning meetings.
4. **Sunflower County Consolidated Middle/ High Schools** will convene an annual meeting to inform parents of the following:
 - That their child's school participates in Title I
 - About the requirement of Title I
 - Of their rights to be involved, as described in detail in the Student Handbook
 - This information about the Title I Program will be disseminated to parents during PTSA and other parent meetings
5. **Sunflower County Consolidated Middle/High Schools** are committed to being flexible when scheduling parent meetings in regard to the Title I Program understanding that parent participation is the key to the program's success.
6. **Sunflower County Consolidated Middle/High Schools** will provide information about Title I Program to parents of participating children in a timely manner:
 - Quarterly updates as to student's progress
 - Teacher conferences will be conducted if a change in the student's instructional program is deemed necessary

7. **Sunflower County Consolidated Middle/High Schools** will provide parents of participating children with a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet to:
 - Parent notification letter describing the Title I Program will be disseminated and explained during registration and other activities during the year.
 - Member of the Title I Team will describe the program to the parents.
 - Open House will assist in informing parents about curricular activities and allow them to participate in those activities.
8. **Sunflower County Consolidated Middle/High Schools** will provide parents of participating children, opportunities to participate in the decision making process relating to the education of their children:
 - Teachers and parents have the right to request a meeting to discuss the academic progress of students.
 - During Title I Team meetings, parents are encouraged to actively participate in the decision making process
 - Twice yearly at report conferences or progress report conferences, teachers will inform parents of their child's progress and have the opportunity to discuss changes to the plan in place.
9. **Sunflower County Consolidated Middle/High Schools** to the extent practical will provide opportunities for the participation of Limited English Proficiency, parents with disabilities and parents of migratory children.
10. **Sunflower County Consolidated Middle/High Schools** will submit to the district any parent comments if the School-Wide Plan under Section (1118)(b)(2) is not satisfactory to parents of participating children:
 - Board policy outlining complaint procedures can be found in the first day packet sent to each family at the beginning of the school year.
 - Copies of the policy can be obtained at the school office

PART III: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. **Sunflower County Consolidated Middle/High Schools** will build the school's and parent's capacity for strong parent all involvement, in order to improve student academic achievement, through the following activities:
 - PTSA membership
 - Back-To-School events
 - School Site Council meetings open to the public
 - District-Wide and School-Wide Committees developing curriculum and policy

2. **Sunflower County Consolidated Middle/High Schools** will incorporate the school Parental Involvement Policy as a component of the School-Parent Compact:
 - The School-Parent Compact will be found in the first day pack
 - All families are required to read, sign, and return both compacts
3. **Sunflower County Consolidated Middle/High Schools**, with the assistance of the district, will provide parents with the following information in the following ways:
 - The state's Academic Content Standards
 - The state's Student Academic Achievement Standards
 - The state and local Academic Assessment including alternate assessments
 - The requirements of Title I
 - How to monitor their child's progress
 - How to work with educators

This will be accomplished by conducting meetings including Open House, Back to School Nights by grade level, End of the Year Preview meetings and parent conferences.

4. **Sunflower County Consolidated Middle/High Schools** will, with the assistance of the district, provide parenting classes to the community in an effort to assist in promoting healthy parent-child interaction.
5. **Sunflower County Consolidated Middle/High Schools** will, with the assistance of the district 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 parent participation by:
 - Informing teachers of school and district Parental Involvement Policies
 - Discussing strategies for involving parents at regular staff meetings and district workshops
 - Stressing parent participation and involvement through the Sunflower County Consolidated School District attended by all new certified employees
6. **Sunflower County Consolidated Middle/High Schools** will 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 through:
 - Monthly school bulletins which are sent to all families by teachers
 - The school and district website (if up and running)
 - A bi-weekly electronic newsletter which is sent to all families
 - SST confirmation letters that are sent to all families of participating students
 - Teacher Newsletters and Parent Communiqués

PART IV: ADOPTION

This school's Parental Involvement Policy has been developed, agreed upon with parents of children participating in Title I, Part A Programs, as evidenced by the Title I Team's discussion and agreement.

This policy was reviewed and adopted by the **Sunflower County Consolidated Middle/High schools** in July of 2014 and will be in effect for the 2014-2015 school year. It will be made available to the school community on or before August, 2014. **Sunflower County Consolidated Middle/ High Schools'** notification to parents of this policy will be in an understandable and uniform format, and provided for community access.

Signature of Principal

Date

Signature of Parent

Date

SUNFLOWER COUNTY CONSOLIDATED SCHOOL DISTRICT
OFFICE OF FEDERAL PROGRAMS

NOTICE TO PARENTS

In accordance with the *No Child Left Behind Act of 2001*, this is to notify parents that you may at any time request to review the certification status of your child's teacher(s). This includes

- A. Whether your child's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- B. Whether your child's teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;
- C. The baccalaureate degree major of your child's teacher and any other grade certification or degree held by the teacher, and the field of discipline of the certification or degree.
- D. Timely notice that the parents' child has been assigned, or has been taught for four or more consecutive weeks by a teacher of a core academic subject who is not highly qualified, and;
- E. Whether your child is provided services by paraprofessionals and, if so, their qualifications.

You may attain this information by contacting your child's principal or the Office of the Superintendent at (662) 887-4919.

Randy Ball, Federal Programs Coordinator
8/2014

Phone: (662) 887-4919
Fax: (662) 887-7051

PARENT INTERNET REFERENCE WEB SITE

<http://www.stopbullyingnow.hrsa.gov>

<http://www.khanacademy.com>

<http://www.jc-schools.net>

<http://www.recovery.gov>

<http://www.mde.k12.ms.us>

SUNFLOWER COUNTY CONSOLIDATED SCHOOL DISTRICT

(This form may be copied and distributed as needed.)

2014-2015 Compact

Effective schools are a result of families and school personnel working together to insure that children are successful in school. A compact is an agreement between groups that firmly unite them in a common goal. You are invited to be involved in a partnership with this school. Hand in hand, we will work together to carry out the agreement of this compact.

As a student, I _____ will: Date _____

Take pride in my school
Believe that I can learn and will learn
Work cooperatively with my classmates
Come to school with my supplies and homework
Obey the rules of the school, bus, playground, and lunchroom

As a parent, I _____ will: Date _____

See that my child arrives at school on time and attends regularly
Provide a home environment that encourages my child to learn
Insist that all homework assignments are completed
Support the school in developing positive behaviors
Talk to my child about his/her school activities daily
Encourage my child to read at home by monitoring his/her TV viewing time

As a teacher, I _____ will: Date _____

Believe that all children can learn
Show respect for each student and his/her family
Come to class prepared to each
Help each child grow to his/her fullest potential
Establish and maintain an environment conducive to learning
Provide meaningful and appropriate classroom and instructional activities
Enforce school and classroom rules fairly and consistently
Establish and maintain open lines of communication with the students and the home
Seek ways to improve the home school program
Demonstrate professional behavior and a positive attitude

As a principal, I _____ will: Date _____

Believe that all students can learn
Show respect for each student and his/her family
Enforce school rules fairly and consistently
Promote positive communication between the teacher, the student, and the home
Foster positive home involvement in school activities
Nurture a school environment that is conducive to teaching and learning
Demonstrate professional behavior and a positive, productive attitude

Please sign and return this form to your child's school.