

Bristol Virginia Public Schools

Division Wide Parental Involvement Policy

PART I. GENERAL EXPECTATIONS

Bristol Virginia Public Schools agrees to implement the following statutory requirements:

- The school division 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, the school Division 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 Division will incorporate this Division 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 Division 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 Division will submit any parent comments with the plan when the school Division submits the plan to the State Department of Education.
- The school Division 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.
- The school division will continue to follow statutory definition of parental involvement, and will expect 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 academic learning and other school activities, including ensuring—

- (A) that parents play an active role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school and home;*
- (C) that parents are full partners in their child's education and in decision-making as well as on advisory committees geared toward 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 DIVISION WILL IMPLEMENT REQUIRED DIVISION WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Bristol Virginia Public Schools** will take the following actions to involve parents in the joint development of its division wide parental involvement plan under section 1112 of the ESEA:
 - Each individual school will convene annual meetings within 6 weeks following the opening day of school.
 - Multiple opportunities for individual and small groups meetings will be made available.
 - Curriculum information will be made available to all parents at the annual meeting.
 - Assessment information will be made available to all parents and teachers annually.
 - Each school will establish a Title I Advisory Council and one member of that Council will serve on the Division Title I Advisory Council which will meet two times a year.
 - Meeting agendas and minutes for the meetings will be available to parents via the website, Parent Resource Center, and in each school.
 - The Advisory Council will provide a time slot on each agenda for public comment.

2. **Bristol Virginia Public Schools** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - The Title I Advisory Council meetings will be open to all parents.
 - The primary function of the school-level Title I Advisory Council 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.
 - The Title I Advisory Council will provide ongoing communication and monitoring concerning the progress of both the goals and objectives outlined in School Improvement Plans if applicable.

3. **Bristol Virginia Public 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:
 - Each Title 1 school in the division will receive a budget for parental involvement activities using Title I funds.
 - Bristol Virginia Public Schools will operate a Parent Resource Center that is centrally located at the School Board Office. The center will be staffed by trained staff who conducts activities for parents and teachers.
 - The Parent Resource Center will be staffed year-round with flexible hours to accommodate various parent work schedules.
 - The center staff will provide technical assistance for parents in obtaining curriculum information, information regarding the local and state assessment program, and all available services provided by the school division.
 - The Parent Resource Center staff will continue to provide workshops on parenting, computer literacy and internet use.
 - The center staff will provide homework assistance for both parents and students as requested.

4. **Bristol Virginia Public Schools** will coordinate and integrate parental involvement strategies in Part A with the same strategies as other programs:
 - Bristol Virginia Public Schools will work collaboratively with the local *Head Start Program, Bristol Youth Services, Highlands Community Services, and Smart Beginnings.*

- All parents of children will be encouraged to sign a parental involvement agreement in which they agree to participate in parenting skills and other workshops offered by the Parent Liaison.
- Workshops will be held at the schools and at the Parent Resource Center. Workshops will be scheduled at several times through the day for the benefit of working parents.
- All announcements and notifications will be available in Spanish and English as needed.
- Preschool teachers will be encouraged to conduct two home visits per school year.
- Each individual school will be required to design two Family Academic Night activities that are funded with Title I Parental Involvement funds.

5. **Bristol Virginia Public Schools** will take the following action with parents:

- Develop an annual evaluation of the school's program each spring to identify the content and effectiveness.
- Use program evaluation to identify barriers that prevent parents from participation;
- Pay particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background.
- Use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.
- Each building principal will use the baseline data for the year to establish level of participation by parents.
- The following stakeholders can be representative of the Title I Advisory Council: limited English proficiency, disabled, economically disadvantaged, limited literacy, or any racial or ethnic minority background.
- The Title I Advisory Council will work collaboratively with schools to develop the School Improvement Plan, if applicable.

6. **Bristol Virginia Public Schools** will build capacity for strong participation in parent activities by creating a partnership between the schools and community. The following activities will assist school officials in developing and maintaining the partnership.

A. The School Division will, with the assistance of its Title I, Part A schools, provide help to parents of children served by the school division as a whole. The school division will assist students in the division to undertake 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,
- how to work with educators,
 - Bristol Virginia Public Schools will establish dates on the school calendar for parent/teacher conferences.
 - School and individual teacher websites will provide daily contact information.
 - The division’s parental involvement policy will be available on the division website.
 - Dates for 9-week report cards will be included on the division website.
 - Information regarding how to access division curriculum and state standards will be available on the division website.
 - The Parent Resource Center staff will be available to assist parents who do not have access to computers.
 - The Parent Resource Center will offer technology workshops for parents as requested.
 - The Director of Federal Programs 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 conducive to maximum parental participation.
 - The Director of Federal Programs or designee will review established benchmarks for achieving state accreditation and Annual Measurable Objectives as defined by ESEA legislation at each school. Principals will schedule the dates and times of these workshops so that they are conducive to maximum parental participation.

B. The School Division 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:

- Family Literacy Night activities will be developed by reading specialists.
- Technology workshops will be offered through the Parent Resource Center in conjunction with the Instruction Technology Resource Teacher.
- Parenting skills workshops will be offered through the Parent Resource Center.
- Parental involvement activities will be distributed and posted on the school website.

C. The school Division 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 by:

- Teachers will receive training that focuses on the parental involvement and how to build relationships between the school and home.
- Community outreach will be a part of the division's beginning teacher orientation program.

D. The school Division will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, state funded preschool, Bristol Youth Services, and Highlands Community Services that encourage and support parents:

- Bristol Virginia Public Schools will operate a Parent Resource Center that is centrally located at the School Board Office.
- Bristol Virginia Public Schools will work collaboratively with the local *Head Start Program*.
- The school division will develop a summer reading program using available data regarding student performance and needs as determined by baseline data.
- All parents of children in a Title 1 school will be encouraged to sign a parental involvement agreement in which they agree to attend a parenting skills workshop conducted by home-school coordinators.

- Workshops will be available in the following areas: Home Safety, Health & Nutrition, Literacy and Math Strategies.
 - Teachers will be encouraged to conduct two home visits per school year.
 - Bristol Virginia Public Schools will disseminate information in accordance with federal guidelines.
- E. The school Division 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 format:
- Bristol Virginia Public Schools will establish dates on the school calendar for parent/teacher conferences. The school calendar will be available on the division website.
 - Upcoming programs and events will be listed on the division website
 - School and individual teacher websites will provide daily contact information.
 - The division's parental involvement policy will be available in each school.
 - Dates for 9-week report cards will be included in the student handbook and on the division website.
 - Information regarding how to access division curriculum and state standards will be available on the division website.
 - Community groups who work with all children will be provided information: People, Inc, Smart Beginnings, Highlands Community Services, and Bristol Youth Services.

PART III. ADOPTION

This Division Wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs.

This policy was adopted by the **Bristol Virginia School Board** on **6/26/07 and will be revised as deemed necessary.** The School Division will distribute this policy to all parents of participating Title I, Part A children at the beginning of each school year.

(Signature of Authorized Official)

(Date)