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## Parental Involvement

*Policy Code: 1310*

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The board recognizes the critical role of parents in the education of their children and in the schools. The board directs school administrators to develop programs that will promote and support parental involvement in student learning and achievement at school and at home and encourage successful progress towards graduation. Each parent is encouraged to learn about the educational program, the educational goals and objectives of the school system, and his or her own child's progress. The board also encourages parents to participate in activities designed by the school administration to involve them, such as parent conferences, in order to encourage effective communication.

The board directs each principal or designee to develop a parental involvement plan as a part of the school improvement plan. This plan must include, at a minimum, the board directives provided below. The superintendent and principals may provide further direction on parental involvement. In addition, the plan must include ways to enhance parental involvement in the following areas:

1. meaningful two-way communication between home and school;
2. promotion of responsible parenting;
3. involvement of parents/guardians in student learning;
4. promotion of volunteering;
5. involvement of parents/guardians in school decisions that affect children and families;
6. parental education;
7. community collaboration; and
8. promotion of student health awareness.

Additionally, school officials are encouraged to:

1. involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;
2. educate parents to enhance the involvement of other parents;
3. adopt and implement model approaches to improving parental involvement; and
4. provide such reasonable support for parental involvement activities as parents may request.

This policy applies to the parents, legal guardians and legal custodians of all students who are under 18 years old and are not married. Parent involvement policies at the school level shall comply with all legal requirements, including the Title I program. Any convicted sex offender must obtain permission from the school principal to attend any school related events.

**A. PARENT COMMUNICATION, EDUCATION, AND CONFERENCES**

The board encourages school personnel to have regular contact with parents for commendation as well as for notification of concerns. Principals or designees shall plan for periodic communications with parents. Teachers are responsible for scheduling conferences with parents.

The principal or designee is responsible for identifying students at each school who are at risk for academic failure and who are not successfully progressing toward grade promotion and graduation, beginning no later than the fourth grade. Additionally, no later than the end of the first quarter or after the teacher has had up to nine weeks of instructional time with a student, a personal education plan for academic achievement shall be developed for each student at risk of academic failure who is not performing at least at grade level. The principal or designee shall notify the student’s parent of the student’s personal education plan and provide the parent with a copy of the plan.

The board encourages the superintendent to work with local business leaders, including the local chambers of commerce, to encourage employers to adopt as part of their stated personnel policies time for employees who are parents or guardians to attend conferences with their child’s teachers. In addition, parent involvement at the school-level is vital through representation on the school improvement team.

Parent education is vital to student success in school. The board encourages school-level parent sessions to educate parents about programs and services available to their child. The district shall develop a district-wide parent committee consisting of at least two parent representatives per school led by district administration. The committee shall meet monthly and focus on particular topics, such as curriculum, testing, reporting, and more. In addition, parents are educated regularly through various communication methods, such as the website, newspaper, and various mailings.

**B. TITLE I PARENT CONSULTATION POLICY**

The Title I program offers assistance to meet the special educational needs of educationally and economically disadvantaged children according to federal guidelines. The board encourages parents to participate in the design and implementation of the programs and activities in order to increase the effectiveness of the program and the success of the children.

An annual meeting shall be held for parents of all eligible Title I children to discuss the Title I-funded programs and activities. In addition to the annual meeting, the board encourages parents to confer with their child’s Title I teacher on a regular basis.

Each year, the principal or designee shall notify parents of limited English proficient children identified for participation in a Title I, Part A-funded language-instruction

educational program of the following:

1. the reasons for the identification;
2. the level of English proficiency;
3. methods of instruction;
4. how the program will help the child;
5. if the child has a disability, how the language instruction educational programs meet the objectives of the child's individualized educational program (IEP); and
6. any other information necessary to effectively inform the parent of the program.

The board and school system personnel will follow all regulations as required by the No Child Left Behind Act of 2001, and will provide guidance and technical support specific to the law for any Title I school that has been identified for school improvement.

### **C. ANNUAL NOTIFICATION**

Each principal or designee shall effectively notify parents each year of the following:

1. parental rights related to student records (policy 4700, Student Records);
2. parental rights related to student surveys (policy 4700, Student Records);
3. the approximate dates of any non-emergency, invasive physical examination that is:  
(a) required as a condition of attendance; (b) administered and scheduled in advance by the school administration; and (c) not necessary to protect the immediate health and safety of students; and their right to opt their child out of any such examination;
4. the schedule of pesticide use on school property and their right to request notification of nonscheduled pesticide use;
5. student behavior policies and school standards and rules (policies in the 4300 series);
6. the permissible use of seclusion and restraint in the schools (policy 4302, School Plan for Management of Student Behavior);
7. Sexual Harassment Complaint Procedure for Students (policy 1737);
8. Student and Parent Grievance Procedure (policy 1740);
9. grading practices that will be followed at the school and, in the high schools, the method of computing the grade point averages that will be used for determining class rank (policy 3400, Evaluation of Student Progress; policy 3450, Class Rankings);
10. a description of the curriculum being offered (policy 3100, Curriculum Development);
11. performance standards of the board and school system (policies in the 3400 series);
12. a report containing aggregate information, including, but not limited to, student achievement (disaggregated by category), graduation rates, performance of the school system and teacher qualifications;
13. the time and place of an annual meeting to discuss the programs and activities provided with Title I funds, to solicit input in the design and implementation of the project, to confer with the child's Title I teacher, and to discuss how the child's progress will be reported;

14. the right to request certain information on the professional qualifications of the student's classroom teachers and paraprofessionals providing services to the child;
15. if the student has been assigned or has been taught for at least four consecutive weeks by a teacher who is not "highly qualified" as defined in the No Child Left Behind Act;
16. the results of the LEA's yearly progress review of each school;
17. if the school is identified for improvement and fails to make adequate yearly progress by the end of the first full year after being so identified, notice of the availability of supplemental services, a description of the supplemental services, the names of supplemental services providers and other necessary information;
18. sports and extracurricular activities available for students (policy 3620, Extracurricular Activities and Athletics);
19. supportive services available to students, including guidance, counseling, and health services (policy 3540, Comprehensive Health Education Program; policy 3610, Counseling Program);
20. information about meningococcal meningitis and influenza, including the causes, symptoms and vaccines, how the diseases are spread and places where parents and guardians may obtain additional information and vaccinations for their children;
21. for students in grades five through twelve, information about cervical cancer, cervical dysplasia, and human papillomavirus, including the causes and symptoms of these diseases, how they are transmitted, how they may be prevented by vaccination, including the benefits and possible side effects of vaccination, and places parents and guardians may obtain additional information and vaccinations for their children;
22. how to reach school officials in emergency situations during non-school hours; and
23. the school's written parental policy, parents' right to be involved in their child's school and opportunities for parents to be involved in the school.
24. information about and an application form for free and reduced price meals and/or free milk;
25. for parents of children with disabilities, procedural safeguards;
26. information on the availability of the asbestos management plan and planned or in-progress inspections, re-inspections, response actions and post-response actions, including periodic re-inspection and surveillance activities; and
27. that the school system does not discriminate on the basis of race, color, national origin, sex, disability, or age.

**D. OPPORTUNITIES TO WITHHOLD CONSENT/OPT OUT**

As a part of the annual notification described above, parents will be effectively notified that they may opt out of any of the following:

1. release of student directory information about their child for school purposes or to outside organizations (policy 4700, Student Records);

2. student's participation in curriculum related to (a) prevention of sexually transmitted diseases, including Acquired Immune Deficiency Syndrome (AIDS); (b) avoidance of out-of-wedlock pregnancy; (c) abstinence until marriage; or (d) comprehensive sex education. A copy of the materials that will be used in these curricula will be available in the school media center during the school year and at other times that the media center is available to the public. To meet any review periods required by law, materials also may be made available for review in the central office;
3. student's participation in academic or career guidance or personal or social counseling services of a generic nature offered to groups of students (e.g., peer relations strategies offered to all sixth graders);
4. except as provided below, parental notification and permission is not required for: (a) short-duration academic, career, personal or social guidance and counseling and crisis intervention that is needed to maintain order, discipline or a productive learning environment; (b) student-initiated individual or group counseling targeted at a student's specific concerns or needs; or (c) counseling if child abuse or neglect is suspected (policy 4240, Child Abuse – Reports and Investigations); and
5. student's participation in non-Department of Education-funded surveys concerning protected topics (policy 4700, Student Records).

Any parent or legal guardian who wishes to opt out/withhold consent must do so in writing after receiving notice. Otherwise, consent to the programs or activities is presumed. After the annual notification, the school is not required to provide further notice to the parent or legal guardian as to the manner in which student directory information is used, the curriculum is provided, or guidance programs are made available. Parents will be notified by documented phone call or first class mail after three small group or individual counseling sessions relating to the same topic.

#### **E. PARENTAL PERMISSION REQUIRED**

Written parental permission is required prior to the following activities:

1. the medications are administered to students by employees of the school system (policy 6125, Administering Medicines to Students);
2. the release of student records that are not considered directory information unless the release is allowed or required by law (policy 4700, Student Records);
3. off-campus trips;
4. students' participation in high-impact or high-risk sports or extracurricular activities, such as football or mountain climbing;
5. all decisions or actions as required by the IDEA with regard to providing special education or related

services to students with disabilities (The district shall provide prompt written notice to parents whenever it proposes to initiate or change, or refuses to change (i) the identification, evaluation, or educational placement of a child, or (ii) the provision of a free appropriate public education to a child with a disability. The district shall document that all required notices have been sent to and received by parents.) (policy 3520, Special Education Programs/Rights of Students with Disabilities; G.S. 115C-109.5(a));

6. certain health services, as required by law;
7. students' participation in programs or services that provide information about where to obtain contraceptives or abortion referral services (see policy 3540, Comprehensive Health Education Program); and
8. students' participation in surveys funded by the Department of Education that are conducted concerning protected topics.
9. disclosure of students' free and reduced price lunch eligibility status.

**F. WEBSITE NOTIFICATION**

When a school is identified for improvement, the school system will display on its website the following information in a timely manner to ensure that parents have current information regarding supplemental services and public school choice:

1. beginning with data from the 2007-2008 school year and for each subsequent school year, the number of students who were eligible for and the number of students who participated in public school choice;
2. for the current school year, a list of available schools to which students eligible to participate in public school choice may transfer;
3. beginning with data from the 2007-2008 school year and for each subsequent school year, the number of students who were eligible for and the number of students who participated in supplemental educational services; and
4. for the current school year, a list of supplemental educational services providers approved by the state to serve the school system and the locations where services are provided.

**Legal References:** Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 et seq.; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; No Child Left Behind Act of 2001, 20 U.S.C. § 6318; G.S. 90-21.1, 115C-47(45), -47(49), -81(e1), -109.5(a), -307(c), -375.4; State Board of Education Parent and Family Involvement Policy FCB-A-000

**Cross References:** Student and Parent Grievance Procedure (policy 1740), Curriculum Development (policy 3100), Performance Standards (all policies in the 3400 series), Evaluation of Student Progress (policy 3400), Class Rankings (policy 3450), Special Education Programs/Rights of Students with Disabilities (policy 3520), Comprehensive Health Education Program (policy 3540), Counseling Program (policy 3610), Extracurricular Activities and Athletics (policy 3620), Child Abuse – Reports and Investigations (policy 4240), Student Behavior Policies (all policies in the 4300 series), Student Records (policy 4700), Administering Medicines to Students (policy 6125)

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