

# **BOAZ CITY BOARD OF EDUCATION**



## **PARENT INVOLVEMENT PLAN**

**Boaz City School System  
Leland Dishman  
Superintendent  
2005-2006**



## Boaz City School System Parental Involvement Plan

### PART I. GENERAL EXPECTATIONS

The Boaz City School System agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (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 district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this LEA parental involvement policy/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, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The school district 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.*

## **PART II. DESCRIPTION OF HOW BOAZ CITY SCHOOLS WILL IMPLEMENT REQUIRED PARENTAL INVOLVEMENT PLAN COMPONENTS**

### **1. The Boaz 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:**

#### **The Boaz City School System will:**

- Involve parents in the development of the LEA Title I Plan
  - Parents are members of the System-Wide Advisory Council and are integral in the development of the LEA Title I Plan which includes the Parental Involvement Plan.
- Administer a Parent Needs/Evaluation survey in the spring of each year seeking input about the effectiveness of the overall programs and parental involvement plans.
  - Information compiled is used along with other data in the comprehensive needs assessment to determine the over all effectiveness of system programs and the parental involvement plan.
  - A comment section is provided for narrative response.

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

#### **Boaz City School System will:**

- Make available to parents and the local community the LEA Title I Plan which includes the Parental Involvement Plan. The LEA Title I Plan is made available to parents in the following venues:
  - system website
  - public library
  - central office
- Notify parents at an annual meeting, on the website, and in this system-wide document that they can make comments if they disagree with any aspect or component of the LEA Title I Plan, School-wide Title I Plans, which includes School Parental Involvement Plans and the LEA Parental Involvement Plan. Parents are notified at the annual Title I meeting that the Spring Needs/Evaluation survey is an excellent opportunity to make comments and suggestions for program improvement. A comment section is provided for narrative response.
- Address parent needs with the assistance of the Parental Involvement Specialist

### **3. The Boaz 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:**

#### **Boaz City School System will accomplish this by:**

- Coordinating necessary literacy training to help parents to work with their children in order to improve academic achievement
- Providing parent resource centers to make parenting videos, books, magazines, literature available to parents
- Educating parents about community – based agencies and organizations where additional assistance may be obtained
- Supplying materials and training to help parents interact with their children at home
- Parent involvement specialist planning and working with parents as needed.

**4. The Boaz City Schools\_will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Insert programs, such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:**

- Will provide parents various opportunities to learn about child development and child rearing through the provision of in-service programs and the distribution of various materials. These programs will assist parents in understanding the physical, intellectual, and emotional needs of their child, beginning at birth. These programs will also explain strategies, which parents can utilize to assist the healthy physical, intellectual, and emotional development of their child. Various agencies and resources in the community will be utilized to assist the child's success in school.
- Promote family literacy and parenting skills through a parent resource room. This will ensure opportunities for parents to learn about child development and child-rearing issues.
- Promote family training classes to help parents become full partners in the education of their child.
- Family Life Long Learning Literacy Program is a literary program for parents and children with a parent education component that includes aspects of parenting with a wide range of topics such as understanding school orientation, car safety, helping children with homework, how to participate in a parent-teacher conference, school safety plans, nutrition and child immunization.
- OSR Preschool provides a minimum of 18 hours of family enrichment workshops by offering parenting classes, special presentations, and parent-teacher sessions. These workshops/programs will be offered monthly with special presentations planned as to needs identified of the particular group. The supervisor, early childhood director and teaching team will plan activities.
- The Community Education Director and the Director of Federal programs are collaborating to make available all information and activities these departments have that are of a parent involvement nature. The scientifically research based Devereux Early Childhood Program, in which early childhood professionals and families learn specific strategies to support young children's social and emotional development and activities to foster resilience in children will be implemented in February 2006, as well as, the High Scope parent workshop plan.
- The Boaz City School System Migrant Home Liaison provides home-based preschool program that includes parental involvement strategies planned according to individual need.
- The Marshall County Even Start provides weekly parenting classes open to the public. A certified P.A.T. Educator facilitates this activity. Parents are referred to this program by B.C.S.S. administrators and staff, as well as, posting the newspaper announcements.

5. **The Boaz 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 (and with the involvement of parents) its parental involvement plan.**
- Administer a Parent Needs/Evaluation survey in the spring of each year seeking input about the effectiveness of the overall programs and parental involvement plans.
    - Information compiled is used along with other data in the comprehensive needs assessment to determine the over all effectiveness of system programs and the parental involvement plan.
    - A comment section is provided for narrative response.
  - Conduct a Needs Assessment. At a minimum the Director of Federal Programs, Director of Community Education, Parent Involvement Specialist, ELL staff, System Level PAC, along with instructional coaches will conduct a Needs Assessment/Evaluation of the LEA Parental Involvement Plan.
    - All data will be compiled into a system report. Barriers to participation will be identified. A plan of action to overcome barriers, if necessary, for the upcoming school year will be developed. Methods used may include revision of the LEA Plan, professional development for staff and parents, purchasing new materials and supplies, employing additional staff, and research on specific areas that need to be addressed.
  - Invite all parents to an annual meeting during the fall school to explain the School-wide Title I Plan. Included in this explanation the benefits and activities, federal guidelines, the role, rights and responsibilities of all parents in the education of their children. Parents are also notified of their rights to know the qualifications of their child’s teacher and if that teacher is highly qualified. They are also notified if their child is taught by a paraprofessional.
  - Hold an orientation specifically designed for the unique needs of ELL families. Additionally, provide translation at LEA level meetings, when feasible.
6. **The Boaz 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 school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:**
- A. **The school district 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, and**
  - **how to work with educators:**

**The Boaz City School System in coordination with school administration will** conduct in-service programs, focusing upon the state content standards, student academic achievement standards, state and local assessments including alternative assessments, and Title I requirements. Additional activities to promote improved student achievement:

- Provide assistance/in-service to parents to develop tutoring skills for monitoring homework and other assignments.
- Assist parents in interpreting assessment results prior to and after testing.
- Provide parents/teachers with information that render conferences that are more meaningful.
- Encourage parents to schedule periodic parent-teacher conferences.

**B. Boaz City Schools 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 System Wide Advisory Council which includes the Parent Advisory Council meets four times a year to discuss the effective use of the parental involvement funds. For the 2005-2006 school year the committee is in consensus that it is the best interest of our system as newly established to hire a part-time Parental Involvement Specialist to coordinate activities and resources for our system. This parental involvement specialist assists and coordinates family literacy and parent training such as but not limited to family support programs and resources to assist families with health, literacy, computer, nutrition, financial matters and other problems/issues.
- Parental involvement funding has been used to purchase a system level parental involvement website, videos/DVDs in English and Spanish and school newsletters in English and Spanish.
- These parent education opportunities are provided in collaboration with federal programs and 21<sup>st</sup> Century Community Learning Center. Parents are notified about these opportunities through advertisements in the local newspapers, website, radio, and flyers.

**C. Boaz City Schools 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:**

**Boaz City School System will:**

- Shall compile and make available to parents a list of adult literacy training classes as well as providing materials and continuous training to develop a committed partnership with parents for improved student instruction.
- Shall provide written information to explain the importance of working with partners as equal partners for each of the following groups: parents, teachers, teaching assistants, principals, counselors, secretaries, bus drivers, custodians, cafeteria workers, and other staff members. All groups will be invited to participate in all parental involvement meetings.
- Hire a Parental Involvement Specialist to bridge the gap between home and school and assist parents in working with educators

**D. Boaz City Schools will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, 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:**

**Boaz City Schools will:**

- Will provide parents various opportunities to learn about child development and child rearing through the provision of in-service programs and the distribution of various materials. These programs will assist parents in understanding the physical, intellectual, and emotional needs of their child, beginning at birth. These programs will also explain strategies, which parents can utilize to assist the healthy physical, intellectual, and emotional development of their child. Various agencies and resources in the community will be utilized to assist the child's success in school.
- Promote family literacy and parenting skills through a parent resource room. This will ensure opportunities for parents to learn about child development and child-rearing issues.
- Promote family training classes to help parents become full partners in the education of their child.
- Family Life Long Learning Literacy Program is a literary program for parents and children with a parent education component that includes aspects of parenting with a wide range of topics such as understanding school orientation, car safety, helping children with homework, how to participate in a parent-teacher conference, school safety plans, nutrition and child immunization.
- OSR Preschool provides a minimum of 18 hours of family enrichment workshops by offering parenting classes, special presentations, and parent-teacher sessions. These workshops/programs will be offered monthly with special presentations planned as to needs identified of the particular group. The supervisor, early childhood director and teaching team will plan activities.
- The Community Education Director and the Director of Federal programs are collaborating to make available all information and activities these departments have that are of a parent involvement nature. The scientifically research based Devereux Early Childhood Program, in which early childhood professionals and families learn specific strategies to support young children's social and emotional development and activities to foster resilience in children will be implemented in February 2006, as well as, the High Scope parent workshop plan.
- The Boaz City School System Migrant Home Liaison provides home-based preschool program that includes parental involvement strategies planned according to individual need.
- The Marshall County Even Start provides weekly parenting classes open to the public. A certified P.A.T. Educator facilitates this activity. Parents are referred to this program by B.C.S.S. administrators and staff, as well as, posting the newspaper announcements.

**E. Boaz City Schools 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:**

- Every effort will be made to communicate with parents in their primary language. Additionally, parents and community members who share family's primary language may be utilized to better communicate and respond to the needs of these families.
- Additionally, we recognize the unique challenges of our ELL families and hold an orientation specifically designed for their needs at each school.

### **Additional Components - Parent Involvement Plan**

The Boaz City School System believes that in order to achieve the maximum education growth for students, there must be a conscious, collaborative partnership between the parents of students and the schools. The active involvement of parents in their child's education significantly increases the effectiveness of the programs offered by the Boaz City School System and therefore significantly contributes to the success of the child.

Parents of students in Boaz City Schools are encouraged to learn as much as possible about the educational programs, goals, objectives and activities at their child's school. Parents are encouraged to participate in all the activities designed by the schools to involve and inform parents.

The Boaz City School System further encourages parents to work with both the local schools and the school system in assuring that the programs presented meet or exceed the parent's expectations for their students.

In order to effectuate these beliefs and desires the Superintendent and his staff shall work with each Title I school in developing a Parental Involvement Plan for each school. Each local Title I eligible school Plan must incorporate, at a minimum, how the local school will List components

### **Addressing the National Parent Teacher Association Standards 2005-2006**

Parent involvement results in increased student success, increased parent and teacher satisfaction and overall improvement in the school and system climate. Parent involvement promotes a healthy and consistent learning environment by establishing mutual goals between parents and educators and developing activities that bridge home, school and system. Therefore, it is the vision of to form a home-school collaboration that brings together school staff, parents, children and community members in hopes of maximizing all resources that will increase student achievement and development.

Children learn Boaz City School System when there are significant adults in their lives--teachers, parents, and other family and community members. Schools alone cannot address all of a student's needs. With parents as partners the faculty and staff of Boaz City School System will share a joint responsibility for providing a stimulating and supporting environment for the children. Parent involvement is essential, as children learn first from their parents. Parents are teachers, learners, supporters and advocates for their children. It is therefore vitally important that they be included in their children's educational plan.

To support the mission of the Boaz City Board of Education to educate all students effectively, Boaz City School System will recognize and support a strong, comprehensive parent involvement program. A "partnership" that bonds educators and families in working toward a common goal will be implemented through the following standards.

## **STANDARD I: COMMUNICATION**

Perhaps the most important tool in any partnership is communication. It is the foundation of a solid partnership. When parents and educators communicate effectively, positive relationships develop, problems are more easily solved and the students make greater progress. Often communication is one-way without the chance to exchange ideas or share perceptions. Effective home-school communication is the two-way sharing of information vital to student success. Boaz City School System will therefore, promote regular, two-way, meaningful communication between home and school.

**Boaz City School System will support this standard in the following ways:**

- Newsletters from the Boaz City Superintendent of Education
- E-mail
- BCSS websites
- Flyers/brochures
- Parent/student handbook
- Newsletters
- Announcements in the local newspaper and radio station
- Calendars
- System Marquee
- State Report Cards
- STI-parent homework hotline
- Annual Title I Meeting System Level Advisory Council
- System Level Parent Advisory Council Advisory Meetings
- Representatives BSCC speaking at local agencies and meetings
- Parent Resource Room---literature, newsletters, videos, DVDs, magazines
- Parent Involvement Specialist

These opportunities for the exchange of information are vital and must be used consistently for meaningful parent involvement to occur.

One barrier to overcome is the attempt to involve parents who are not always active or visible in the school. It is also imperative to reach parents with circumstances such as single working parents or parents from different ethnic groups. With the help of the Parent Involvement Specialist, along with administration, faculty and staff, the Boaz City School System will assist and determine methods to communicate with parents so that they will become integral partners in their child's education.

## **STANDARD II: PARENTING**

Environment and parenting techniques are a vital component to student success. Parents are a child's first teacher. They provide the primary educational environment. However, many parents often feel inadequate when it comes to the education of their children. Often other issues such as drugs, young parents, inappropriate behavior, and cultural barriers play a factor in the home environment. School personnel should support positive parenting by respecting and affirming the strengths and skills needed by the parents to fulfill their role. When staff and faculty recognize parent roles and responsibilities, ask parents what supports they need, and work to find ways to meet those needs, they communicate a clear message that parents are valuable and that their input in the education of their children is valued. Boaz City School System will assist families with parenting skills to support children as students, and also assist the faculty and staff to understand diverse families. With the growing diversity in the community, Boaz City School System has the opportunity to bring together a group of people with common goals, not withstanding of background, education or economic status.

**Boaz City School System will:**

- Provide parent training classes (computer classes, finance, nutrition)
- Provide parent education classes to improve language barriers.
- Provide parents with literature and other resources.
- A resource center will be provided with parent and community/local agency information for parents and students.

### **STANDARD III: STUDENT LEARNING**

The most critical relationship regarding student achievement remains the connection between the parent and teacher. Clear and concise expectations must always exist. It is a given fact that not all learning can take place in the school and that children will need additional help from their parents.

The importance of student learning and achievement presents an opportunity for schools and teachers to communicate with families and also provide avenues for involvement that will foster student success. Student learning increases when parents are invited into the process by helping at home. Most parents are willing to assist their children in learning, but many are not sure what assistance is most helpful and appropriate. Helping parents connect their children's learning enables parents to communicate in powerful ways that they value education and the achievements of their children.

#### **Boaz City School System will:**

- Provide professional development sessions for teachers and staff about techniques to engage parents in learning.
- Offer classes and other training opportunities for parents to acquire learning strategies to assist their children at home.
- Offer parents opportunities to be involved in decision making.

### **STANDARD IV: VOLUNTEERING**

When most think of parent involvement, volunteering comes to mind. The parent volunteer is one of the most used methods to incorporate parent involvement into the school. It is relatively easy and often not too time consuming. However, if the school is to profit from its volunteers, methods to ensure all parents are being utilized must be implemented. Opportunities for the stay-at-home parent or parents of different cultures must be incorporated. Personal interests, areas of expertise, significant life experiences also must be exposed in order to provide a range of variety for the school climate. The school must think about ways to also combine parent expertise to community resources.

#### **Boaz City School system will:**

- Use surveys and interviews to reach all parents.
- Organize a parent volunteer program.
- Create a warm climate that welcomes parents and encourages volunteering.
- Train parents to develop the necessary skills to help where needed in the school.

### **STANDARD V: SCHOOL DECISION MAKING AND ADVOCACY**

Parents are natural advocates for their children and should be full partners with teachers and administrators in decisions affecting their children and families. They should also play an active role in decision-making. This partnership should be based on mutual trust, respect, and an appreciation for cultural diversity and tolerance for different viewpoints.

#### **Boaz City School System will:**

- Involve the Parent Advisory Councils (PAC) and other parent committees to incorporate parent leadership and participation.
- Provide networks to link all families with parent representatives and organizations.
- Encourage parents to be involved in decision making that represents the demographics of the school and community.
- Involve parents in the process of evaluating and planning system programs.
- Provide parents with system performance data.

## **STANDARD VI: COLLABORATION WITH THE COMMUNITY**

Communities are comprised of a variety of groups of people who share common geographical boundaries. All of these individual have something to contribute to a school system. To be successful, a school system must take advantage of all their resources, experiences, knowledge and skills. These community resources have a vested interest in education and the functions of the school system. School systems have the opportunity to profit from community leaders being involved with students. It is their duty to ensure that all educational goals are at the forefront of the community's agenda. The school system should utilize not only the business perspective of the community, but other resources, such as senior citizen groups, public health institutions, fine art clubs, community groups/clubs and fitness and wellness centers.

### **Boaz City School System will:**

- Partner between local businesses and groups/clubs to assist families and students.
- Distribute literature and information about community events.
- Promote student/parent participation in community events.
- Invite community members to volunteer in the schools.
- Collaborate with various organizations and agencies to ensure all parents are able to be involved with their children's education.
- Encourage employers to support parent involvement.
- Inspire students and parents to "give back" to the community through service learning projects.

Parent involvement provides an important opportunity for our school to enrich and enhance the already existing programs and include parents in the educational process. Therefore, the vision of the Boaz City School System Parent Involvement Program is to form a family-school collaboration in which all resources will be utilized for optimal student development and success.

### **PART III. LEA APPROVAL**

This LEA Parental Involvement Plan has been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs, as evidenced by the attached signatures.

Documentation of the process is available upon request.

This plan was approved by the Boaz City School System LEA on January 18, 2006 and will continually be in effect with annual revisions. The school district will make this plan available to all parents of participating Title I, Part A children. This plan will be address in the Student Handbook beginning 2006. A hard copy can be accessed at the central office, at each school, and the public library. It will also be posted on the Boaz City School System website.

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*Leland Dishman, Superintendent*

*January 18, 2006*

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*Vivian Hallman, Director of Federal Programs*

*January 18, 2006*

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*Jeana Ross, Director of Community Education*

*January 18, 2006*

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*Renae Mosley, Parental Involvement Specialist*

*January 18, 2006*