

Warren County School System Parent Involvement Plan
Developed jointly by parents, staff, students, and community members of Warren County
2011-2012

<u>Title I Requirement</u>	<u>Activities and Strategies</u>	<u>Timeline</u>	<u>Person(s) Responsible</u>	<u>Evaluation Strategy</u>
Parents will be included in <u>reviewing</u> a written parent involvement plan and in the process of school review and improvement. The plan will establish expectations for parent involvement.	<ul style="list-style-type: none"> • Parents will serve on School Improvement Plan committees. • A district-wide parent council (PAL's) will review, revise, or rewrite a district parent involvement plan. 	<ul style="list-style-type: none"> • PAL's Council meetings: quarterly, 2011-2012 SY • SY 11-12 @ schools 	Community Involvement Coordinator, School SIP Team; Parent Advisory Committee (PAL's)	<ul style="list-style-type: none"> • Sign in sheets, minutes, agendas • Policy and plan development
The school district will provide coordination, technical assistance, and support to assist schools in planning and implementing effective parent involvement activities.	<ul style="list-style-type: none"> • The district will continue to provide a coordinator for Parent and Community Involvement. • The Community Involvement Coordinator will provide information and assistance to administrators and schools. 	<ul style="list-style-type: none"> • SY 11-12 @ schools 	Community Involvement Coordinator; District supervisors	<ul style="list-style-type: none"> • Principal meetings • PAL's Council
The district will work to build schools' and parents' capacity for strong parent involvement.	<ul style="list-style-type: none"> • A parent advisory council (PAL's), representing all schools and all populations, will meet to discuss parent involvement programs, activities, strategies for success, and concerns. • The district Community Involvement Coordinator will meet quarterly with PAL's to listen to suggestions, ideas, and plans for parent involvement at schools. • Information on parent involvement will be given to teachers and administrators. 	<ul style="list-style-type: none"> • Fall, Winter, Spring Quarters, 2011-12 SY • Monthly administrator meetings 	District personnel; PAL's Council; School administrators; Community Involvement Coordinator	<ul style="list-style-type: none"> • PAL's meeting minutes and agendas • Principal meeting agendas • Staff development agendas
The district will provide assistance to parents in understanding topics such as the State's academic content standards, State student academic achievement standards, State and local academic assessments, requirements of NCLB Section 1118, how to monitor a child's progress and work with educators to improve student achievement.	<ul style="list-style-type: none"> • PAL's Council meetings will be scheduled to review and explain state content standards, assessments, and requirements of NCLB. • Information regarding content standards, assessments, and student achievement will be broadcast on Warren County Schools Television. 	<ul style="list-style-type: none"> • SY 2011-12 	District personnel; PAL's Council; WCS-TV staff	<ul style="list-style-type: none"> • PAL's meeting agendas • WCS-TV archived programming
The district will provide materials and training to help parents work with their children to improve their achievement.	<ul style="list-style-type: none"> • Warren County Schools Television will air programming that includes information regarding technology, literacy, healthy habits, nutrition, and post-secondary education. 	<ul style="list-style-type: none"> • SY 2011-12 	District personnel; WCS-TV staff	<ul style="list-style-type: none"> • PAL's meeting agendas • WCS-TV archived programming

The district will educate staff with the assistance of parents in the value and contributions of parents, and in working with parents- how to reach out to, communicate with, and work with as equal partners, implement and coordinate parent programs, build ties between parents and the school.	<ul style="list-style-type: none"> Title I district meetings will include parent involvement information. PAL's Council members will share information with their school's PTO, Title I advisory committee, and other parents. 	<ul style="list-style-type: none"> SY 2011-12 	District Personnel; PAL's Council members; School Title representatives	<ul style="list-style-type: none"> Title I district meeting agenda PAL's Council agendas
The district will ensure school related information on programs, meetings, and other activities is sent to parents in a format and extent practicable, in a language the parents understand.	<ul style="list-style-type: none"> Notes, messages, and information from schools are translated for non-English speaking families. 	<ul style="list-style-type: none"> SY 2011-12 	ESL staff	<ul style="list-style-type: none"> Copies of letters, notes
The district will provide reasonable support for parent involvement activities per parent request.	<ul style="list-style-type: none"> District staff will support requests from parents as needed. 	<ul style="list-style-type: none"> SY 2011-12 	Community Involvement Coordinator; Federal Programs Director	<ul style="list-style-type: none"> Meeting notes; Emails; Phone conversations
The district will coordinate and integrate parent involvement programs with various other "child services" programs.	<ul style="list-style-type: none"> Information from the Family Resource Center will be made available to parents in the schools' offices. The district's administrative staff will serve on committees in order to facilitate coordination of activities between schools and the community services (i.e. Family Resource Center, Warren County Health Council, PreK Advisory Committee, etc.). 	<ul style="list-style-type: none"> SY 11-12 (ongoing communication with various service organizations) 	District Staff	<ul style="list-style-type: none"> Minutes/agendas Sign in sheets Newsletters Resource notebook
The district will involve parents in an annual evaluation of the content and effectiveness of its plan to improve academic quality of schools.	<ul style="list-style-type: none"> Parents will receive information on the state report card on academic achievement/gains of students. PAL's Council members will discuss academic quality of schools. 	<ul style="list-style-type: none"> Report Card: Dec. 2011 Quarterly PAL's meetings 	Administration; Community Involvement Coordinator; PAL's Council	<ul style="list-style-type: none"> Minutes, sign in sheets, & agendas Newspaper Survey results
The district will work to identify barriers that prevent economically disadvantaged, disabled, LEP, racial, or ethnic minority background parents from participating in activities.	<ul style="list-style-type: none"> PAL's meeting discussions Informal conferences with parents at schools and at local community events. Input from local business community through Chamber of Commerce meetings and events. Parents will give input on annual survey/needs assessment. 	<ul style="list-style-type: none"> Quarterly PAL's meeting (annual evaluation rubric) 	Community Involvement Coordinator; district personnel	<ul style="list-style-type: none"> Rubric Review of needs assessment results
The district will use findings from evaluations to design strategies for more effective parent involvement.	<ul style="list-style-type: none"> Needs assessment results will be shared with SIP team members (including parents). PAL's Council will discuss barriers during revision process. 	<ul style="list-style-type: none"> SIP teams: SY 11-12 PAL's: SY 11-12 	Community Involvement Coordinator; district personnel; school SIP teams	<ul style="list-style-type: none"> Agendas Sign in sheets
The district will revise, if necessary, the District Parent Involvement Plan.	<ul style="list-style-type: none"> Activities and strategies will be written to follow state guidelines on parent involvement. Previous parent involvement plan will be reviewed and compared to more recent plan. 	<ul style="list-style-type: none"> PAL's: SY 11-12 	Community Involvement Coordinator; PAL's council	<ul style="list-style-type: none"> Plans Sign in sheets Meeting notes Agendas

<p>The district will involve parents in the activities of the schools.</p>	<ul style="list-style-type: none"> Parents will serve on planning committees (i.e. SIP, Schoolwide, PAL's, PTO, etc.) and will give input on planning of activities at the schools. Parents will have access to the email addresses of staff at all schools. 	<ul style="list-style-type: none"> Committee work: SY 11-12 Email addresses: complete listing on school websites: updated fall 2011 	<p>Community Involvement Coordinator, school leadership teams; Director of Technology</p>	<ul style="list-style-type: none"> Meeting agendas, sign in sheets Web sites
<p>The school district, parents, teachers will design improvement strategies such as homework, attendance, and discipline.</p>	<ul style="list-style-type: none"> Power School will be used for communication with parents on grades and attendance. A Homework Hotline will be made available to all students. After school tutoring programs will be available through extended learning and grant programs. The Chamber of Commerce will sponsor a "Partners in Education Program," in order to promote collaboration with the business and educational community. Schools will award good behavior through special programs and recognition. 	<ul style="list-style-type: none"> Power School Portal: SY 11-12 Homework Hotline: SY 11-12 Chamber of Commerce: SY 11-12 PBS Programs: SY 11-12 	<p>Community Involvement Coordinator; Director of Technology; Principals; District Staff</p>	<ul style="list-style-type: none"> Web site Newspaper Partner's Handbook Newsletters
<p>The district will establish written procedures so that parents may learn about the course of study for their children and have access to all learning materials.</p>	<ul style="list-style-type: none"> The district website will provide links to curriculum maps for grades K-12 in core subject areas. Learning materials will be available for parents to see during parent-teacher conferences. School board policy (IBA) includes reference to inspection of materials by parents. 	<ul style="list-style-type: none"> District website: SY 11-12 PTC: Oct. 27, 2011 Board policy IFCE: 2/16/11 	<p>Director of Technology; Principals; School board</p>	<ul style="list-style-type: none"> Website PTC sign in sheets/notes Board policy
<p>The district will distribute to parents the written School District Parent Involvement Plan, along with information related to student achievement, school performance, programs, meetings, and activities.</p>	<ul style="list-style-type: none"> The District Parent Involvement Plan is posted on the system's website. PAL's Council Community Involvement Coordinator will offer guidance to 	<ul style="list-style-type: none"> SY 11-12 	<p>Director of Technology; Community Involvement Coordinator</p>	<ul style="list-style-type: none"> Sign in sheets for Annual Meeting Newspaper article School parent
<p>The school district will work with schools to ensure that school level parent involvement plans are developed.</p>	<ul style="list-style-type: none"> schools in working with parents and developing a parent involvement plan. The district will monitor and review parent involvement plans. Parents will serve on advisory/leadership committees to assist in 	<ul style="list-style-type: none"> SY 11-12 	<p>Community Involvement Coordinator; Federal Programs Director</p>	<ul style="list-style-type: none"> involvement plans
<p>Schools have involved parents in decisions about how Title I funds for parent involvement will be spent.</p>	<ul style="list-style-type: none"> decisions regarding funding of parent involvement programs. At least one parent on the team will not be an employee of the school system. 	<ul style="list-style-type: none"> SY 11-12 	<p>Community Involvement Coordinator; Federal Programs Director; Administrators</p>	<ul style="list-style-type: none"> meeting agendas