

## **TITLE I / LEA PARENT INVOLVEMENT GUIDELINES**

### **2006 – 2007 School Year**

The School Board of Putnam County is committed to a Parental Involvement Plan in the Title I Program and adheres to regulations stated in Section 1118 (A-F) **No Child Left Behind Act of 2001**.

- A. The Putnam County School District will involve parents in the joint development of this plan by:
  - 1. inviting Title I parents to be part of each school improvement committee with the given task of developing individual Title I School Plans and parent involvement procedures.
  - 2. convening school annual meetings to inform parents of their school's participation in the development of the Parent Involvement Plan and their right to be involved.
  
- B. The Putnam County School District will provide coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement programs to improve student academic achievement by:
  - 1. conducting ongoing site visits.
  - 2. providing materials and training not otherwise available to help parents with their child's achievement.
  - 3. enhancing the awareness of teachers, pupil services personnel, principals, and staff on how to reach out to, communicate with, and work with parents as equal partners.
  - 4. ensuring, to the extent possible, that information is sent home in a language and form parents can understand.
  - 5. providing information on literacy training available in the community.
  - 6. conducting, analyzing, and evaluating an annual district wide survey for all Title I schools.
  
- C. The Putnam County School District will build the school's capacity for strong parental involvement by:
  - 1. providing information to participating parents in such areas as understanding the National, State, and Local Education Goals and Improving America's School Act.
  - 2. encouraging the formation of partnerships between schools and local businesses that include a role for parents.
  - 3. providing resources for parents to learn about child development, child rearing practices, and academic strategies that are designed to help parents become full partners in the education of their children.

4. involving parents through a semi annual survey in the development of teacher training to improve the effectiveness of instruction and services to participating children.
  5. approving reasonable and necessary expenses associated with parental involvement activities, which may include transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
  6. encouraging meetings at a variety of times, such as mornings and evenings, in order to maximize the opportunities for parents to participate in school-related activities.
  7. providing any reasonable support for parental involvement activities at the request of a participating Title I parent.
- D. The Putnam County School District will coordinate and integrate parental involvement strategies and staff training (when appropriate) with programs such as Head Start and other State-run preschool programs by:
1. coordinating with Pre-kindergarten School Readiness Coalition members with active participation on the council by district level staff.
  2. coordinating with the District Pre-kindergarten Program Coordinator.
- E. The Putnam County School District will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the Parental Involvement Plan as it relates to strategies for increasing parental participation and identifying barriers to greater parent participation by:
1. providing a minimum of yearly reviews that will include convening meetings at each school or conducting surveys (with one being an annual survey).
  2. assisting in the development of parent groups at each school.
  3. providing a copy of the school plan at each school for parents to view.
- F. The Putnam County School District will use the findings from the meetings and surveys to:
1. make suggestions to each participating school for parent involvement planned revisions.
  2. provide suggestions for designing school improvement plans, as they relate to parent involvement.

The Putnam County School District will ensure that at least one percent of the total District Title I allocation will be used to implement parent involvement plans, activities, supplies and 95% of that amount will be allocated throughout the district to be spent by Title I schools.

Approved by the School Board of Putnam County on April 18, 2006