

**CHARLESTON PUBLIC SCHOOLS  
PARENTAL INVOLVEMENT POLICIES AND PROCEDURES**

Policy Name: SCHOOL, HOME, AND COMMUNITY RELATIONS  
PARENTAL/COMMUNITY INVOLVEMENT

**6.11—PARENTAL/COMMUNITY INVOLVEMENT - DISTRICT**

The Charleston School District understands the importance of involving parents and the community as a whole in promoting higher student achievement and general good will between the district and those it serves. Therefore, the district shall strive to develop and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the school, students, parents, and the community. To achieve such ends, the district shall work to

1. Involve parents and the community in the development of the long range planning of the district;
2. Give the schools in the district the support necessary to enable them to plan and implement effective parental involvement activities;
3. Have a coordinated involvement program where the involvement activities of the district enhance the involvement strategies of other programs such as Head Start, HIPPPY, Parents as Partners, Parents as Teachers, and Even Start;
4. Explain to parents and the community the State's content and achievement standards, State and local student assessments and how the district's curriculum is aligned with the assessments and how parents can work with the district to improve their child's academic achievement;
5. Provide parents with the materials and training they need to be better able to help their child achieve. The district may use parent resource centers or other community based organizations to foster parental involvement and provide literacy and technology training to parents.
6. Educate district staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent involvement programs that will promote positive partnerships between the school and parents;
7. Keep parents informed about parental involvement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents can understand;
8. Find ways to eliminate barriers that work to keep parents from being involved in their child's education. This may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and being creative with parent/teacher conferences;
9. Find and modify other successful parent and community involvement programs to suit the needs of our district;
10. Train parents to enhance and promote the involvement of other parents;
11. Provide reasonable support for other parental involvement activities as parents may reasonably request.

To ensure the continued improvement of the district's parental/community involvement program, the district will conduct an annual review of its parental involvement policies to examine their affect on promoting higher student achievement. The review shall be done by a committee consisting of parents and other community members, certified and classified staff, and member(s) of the administration.

This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

*Legal References: 20 U.S.C. § 6318 (a)(2),(A),(B),(D),(E) (NCBL Act of 2001, Section 1118)*  
*20 U.S.C. § 6318 (e)(1),(2),(3),(4),(5),(6),(8),(9),(10),(11),(13),(14) (NCBL Act of 2001, Section 1118)*

## 6.12—PARENTAL/COMMUNITY INVOLVEMENT - SCHOOL

Charleston Schools understand the importance of involving parents and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. Therefore, Charleston Schools shall strive to develop and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the school, students, parents, and the community. To achieve such ends, the school shall work to

1. Involve parents and the community in the development and improvement of Title I programs for the school;
2. Have a coordinated involvement program where the involvement activities of the school enhance the involvement strategies of other programs such as Head Start, HIPPPY, Parents as Partners, Parents as Teachers, and Even Start;
3. Explain to parents and the community the State's content and achievement standards, State and local student assessments and how the school's curriculum is aligned with the assessments and how parents can work with the school to improve their child's academic achievement;
4. Provide parents with the materials and training they need to be better able to help their child achieve. The school may use parent resource centers or other community based organizations to foster parental involvement and provide literacy and technology training to parents.
5. Educate school staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent involvement programs that will promote positive partnerships between the school and parents;
6. Keep parents informed about parental involvement programs, meetings, and other activities they could be involved in. Such communication shall be in language that parents can understand;
7. Find ways to eliminate barriers that work to keep parents from being involved in their child's education;
8. Find and modify other successful parent and community involvement programs to suit the needs of our school;
9. Train parents to enhance and promote the involvement of other parents;
10. Provide reasonable support for other parental involvement activities as parents may reasonably request.

To help promote an understanding of each party's role in improving student learning, the Charleston Schools shall develop a compact that outlines the responsibilities of parents, students, and the school staff in raising student academic achievement and in building the partnerships that will enable students to meet the State's academic standards.

The Charleston Schools shall convene an annual meeting, or several meetings at varying times if necessary to adequately reach parents of participating students, to inform parents of the school's participation in Title I, its requirements regarding parental involvement, and the parent's right to be involved in the education of their child.

The Charleston Schools shall, at least annually, involve parents in reviewing the school's Title I program and parental involvement policy in order to help ensure their continued improvement.

This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

*Legal References: 20 U.S.C. § 6318 (b)(1) (NCBL Act of 2001, Section 1118)*  
*20 U.S.C. § 6318 (c)(1),(2),(3),(4) (NCBL Act of 2001, Section 1118)*  
*20 U.S.C. § 6318 (d) (NCBL Act of 2001, Section 1118)*  
*20 U.S.C. § 6318 (e)(1),(2),(3),(4),(5),(6),(8),(9),(10),(11),(13),(14) (NCBL Act of 2001, Section 1118)*

## PROCEDURES

### District:

1. The District will develop jointly and agree on with parents a written parent involvement policy that will be incorporated into the District Plan. During the annual meeting the District and parents will develop this plan and establish expectations for the District's parental involvement. This policy and procedure will be reviewed and improvements made annually.
2. The District will provide the coordination, technical assistance, and other support necessary to assist the schools in the planning and implementation of effective parental involvement activities to improve student academic achievement and school performance.
3. The District will try to build a strong parent involvement plan.
4. The District will coordinate and integrate parental involvement such as Head Start, Reading First, Early Reading First, Even Start, Parents as Teachers, Home Instruction, Preschool Youngsters, and State-run preschools.
5. During and annual evaluation the content and effectiveness of the parental involvement policy in improving the academic quality of the school served will include identifying barriers to greater participation of parents with particular attention to parents who are economically disadvantaged or disabled or any racial or ethnic minority background.
6. The District encourages all parents to participate in activities at the school level.

### School:

1. The School will develop jointly and agree on with parents a written parent involvement policy that will be incorporated into the School Plan. During the annual meeting the School and parents will develop this plan and establish expectations for the School's parental involvement. This policy and procedure will be reviewed and improvements made annually.
2. The School will hold an annual meeting, at a convenient time, to which all parents are invited and encouraged to attend. During the meeting requirements of the program and the rights of parents will be discussed.
3. The School will offer a variety and flexible number of meetings.
4. The School will involve parents in planning, reviewing, and improvements of the school parental involvement policy and the joint development of the schoolwide plan.
5. The School will provide timely information about Title I programs with a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
6. The School will conduct meetings at the request of parents to formulate suggestions and to participate in decisions relating to the education of their children. Parent comments and recommendations will be provided to the District.
7. The School shall develop with parents a School Compact that states all stakeholders will share in the responsibility for student academic achievement, a

high quality curriculum and instruction in an effective learning environment and each parent will be responsible for supporting their children's learning. The compact will also address the importance of communication between the District, School, and parents. Parent/Teacher conferences will be held twice a year, the school will frequently report to parents on their children's progress, and parents may volunteer at school.

Board Approved: November 21, 2003

Board Amended: November 16, 2009