

Marshall County Schools 2024-2025

Title I Parent Involvement Procedure



Part I. GENERAL EXPECTATIONS

The school agrees to implement the following statutory requirements as part of its Parental Involvement Procedures:

- The school will operate programs, activities, and procedures for the involvement of parents in its Title I, Part A program, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). The program, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The school will work with the Local Educational Agency (LEA) to ensure that this required school-level parental involvement procedure meets the requirements of section 1118(b) of the ESEA, and includes as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school will incorporate this parental involvement procedure into its school 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 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 school plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when it is submitted to the State Department of Education.
- The school 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 will be governed by the following statutory definition of parental involvement, and 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.

The school will provide assistance to parents of children served by the 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 school will 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. Through the use of LiveGrades, parents will have the opportunity to use this technology as an additional way to keep them updated on their children's academic progress. The teachers will assist/instruct parents on varying methods to help children and provide educational materials. The school will, with the assistance of its parents, educate its teachers, central office 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.

Through presentations during in-service days and/or staff meetings/LSIC meetings, Title I teachers will present a program to the school staff on varying methods of building partnerships between home and school.

The schools will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with county collaborative preschool 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.

Pre-K to kindergarten transition programs will be presented at school. Parents of all Pre-K students will be invited to attend.

The school 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:

Through the use of Google translator, all correspondence to parents of EL students will be sent home in English and in their native language. In addition, Title I staff will endeavor to keep correspondence with Title I parents clear and educational-jargon-free. The school will inform parents and parental organizations of the purpose and existence of the Parent Educator Resource Center (PERC) in Moundsville, West Virginia. (304)843-4457.

Part II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT PROCEDURE COMPONENTS

Each Title I School within the district involves parents during the development of the following year's plan during the spring prior to the implementation year. Teachers and administrators meet with parents to determine all aspects of the school's Title I project. The school-based Parent Educator Resource Centers provide materials and educational sessions regarding a variety of areas that parents need information on. Parents are empowered through these sessions to be effective partners with teachers and administrators.

1. Marshall County Schools will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA:

- Host county wide meetings with parents to develop and review the district wide parental involvement plan prior to the submission of the LEA Title I plan to the state Title I educational agency.
- Incorporate parental suggestions and changes into the development of the LEA plan.
- Provide community informational fairs and expo events with Title I informational materials.
- Provide training to parents and teachers in order to facilitate informed, empowered parental participation and parent/teacher partnerships.

2. Marshall County Schools will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

- Provide parents with opportunities to participate in the local school improvement council meetings and facilitate active parent participation in the decisions that affect students.
- Provide opportunities for parents to meet with the educational staff, both formally and informally, to discuss school review and improvement suggestions and concerns.
- Survey parents annually about Title I services and school concerns.

3. Marshall County 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.

- Provide school review assessment tools.
- Provide county wide, parental involvement coordination through the Title I Teacher/Parent Coordinator.
- Provide educator and administrators with information, support, and training regarding "*Ideas Staff Can Use to Promote Parent Involvement*" and National Standards for Parent/Family Involvement Programs.
- Provide Title I brochures regarding school wide services and school-parent compacts.

4. Marshall County Schools will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:

- **Head Start:** Coordination with Head Start occurs through many Title I activities. Head Start and WV Pre-K operate several 4 year old programs in the Title I Schools. Teacher collaboration and staff development activities are common practice. Parents from these programs are able to participate in all Title I school wide parental involvement programs and activities.
- **Parents As Teachers:** Parent PAT Educators serve teen parents in the high school. Parental involvement is supported through newsletters and group parent trainings on a monthly basis.
- **West Virginia Pre-K:** Title I staff members serve on the WV Pre-K Steering Committee in order to provide support towards quality environments for pre-school children.

5. Marshall County Schools will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of these parental involvement procedures 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 ethnical minority background). Marshall County Schools will use the finding of the evaluation about its parental involvement procedures and activities to design strategies for more effective parental involvement, and to revise, if necessary (with the involvement of parents) its parental involvement procedures.

- Parents will join with Title I school staff and evaluate the effectiveness of the Parent Involvement Procedures at each individual school.
- Parents and the County Title I Teacher/Parent Coordinator will meet to review the results of the evaluation and to generate suggestions upon completion of the evaluation process.
- Copies of the individual school evaluations and parental suggestions will be sent to school administrative staff and Title I teachers.

6. Marshall County 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-

- WV academic content standards
- WV student academic achievement standards
- WV and Marshall County Schools academic assessments, including alternative assessments
- The requirements of Part A
- How to monitor their child's progress
- How to work with educators

Parents will be directed to the WV Department of Education's website (<https://wvde.us/tree/>) for content standards. Printed versions of the content standards will be given to parents if the parent does not have access

to a computer with internet upon request. Student achievement topics and topics regarding Part A will be provided for parental education and as informational handouts.

B. Marshall County 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:

- Lending families books, tapes, and other materials regarding parenting and academic assistance through school-based Parent Educator Resource Centers.
- Providing take home family literacy program to early elementary grade students and family members.
- Providing Family Events and Workshops in Title I Schools.

C. Marshall County 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 unity of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- Providing teachers and administrative staff with materials, DVDs, and books (resources) regarding what works with parents as partners in education.
- Providing school staff with assistance in becoming a family friendly climate that encourages parent volunteerism...i.e. bulletin boards welcoming parents, family learning events.
- Providing parent-educator partnership trainings and community networking opportunities.

D. Marshall County Schools coordinates and integrates parental involvement programs and activities with Head Start, WV Pre-K, and After School Programs

- Providing Title I members on the Early Childhood Interagency Community Collaborative and WV Pre-K Steering Committees.
- Participation and coordination with the Baby Safety Shower events and the *More You Know* Community Awareness events.
- Participation with the county wide developmental screenings and child find efforts.
- Participating in the *Back To School Fun Fair* for all of Marshall County School students and their family members, including preschoolers.
- Pre-K and Kindergarten registration transition activities.

E. The school district 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:

- Translate materials into the native language of the parents.

- Include EL materials and a parent to parent mentoring situation for non-English speaking families.
- Provide opportunities for non-English parents to participate in parent involvement procedure development.
- Provide an interpreter when requested.
- Design Rebus materials, along with print, for low literacy parents if needed.
- Provide sign language interpreters, if requested.
- Provide home visits as needed.

Part III. Discretionary District Wide Parental Involvement Procedure Components

Each individual Title I school will develop discretionary activities, in consultation with its parents and Title I staff members in order to build parents' capacity for involvement in the school and school system and to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- Providing necessary assistance in locating literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Paying reasonable and necessary expenses associated with parental involvement activities, including assistance in securing transportation and child care, to enable parents to participate in school-related meetings and training sessions;
- Training parents to enhance the involvement of other parents;
- In order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Developing appropriate roles for community-based organizations, in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

Part IV. Parents Right to Review Teacher Qualifications

NOTICE TO PARENTS:

Right to Review Teacher Qualifications

To: **ALL PARENTS**

From: Marshall County Schools

Date: August 1, 2024

As a parent of a student in Marshall County Schools, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- Whether the West Virginia Department of Education has licensed or qualified the teacher for the grades and subjects he or she teaches.
- Whether the West Virginia Department of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.


If you would like to receive any of this information, please call Casey Storm, Director of Federal Programs at 304-843-4400 ext. 316.

V. ADOPTION

Marshall County School Districtwide Parental Involvement Procedures have been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs, as evidenced by: The agenda, sign-in sheet, and minutes of the Parental Involvement Procedures Parent Meeting held at the Marshall County Schools Administrative Offices on Thursday, March 21, 2024.

This procedure was adopted by the Marshall County School District on April 23, 2024 and will be in effect for the school year period of 2024-2025. The school district will distribute these procedures to all parents of participating Title I, Part A children on or before October 31, 2024.

Signed by:

 , Board President
Marshall County Schools
Board of Education Representative

April 23, 2024

The signed original is on file at the Administrative Offices of Marshall County Schools.

This procedure was reviewed by Marshall County Title I Parent Involvement Procedure Advisory Committee on March 21, 2024. The same substantive procedures were previously reviewed by Marshall County Title I Parent Involvement Procedure Advisory Committee on May 28, 2010; May 19, 2011; May 1, 2012; May 7, 2013; March 25, 2014; April 8, 2015; April 13, 2016; March 22, 2017; March 28, 2018; March 20, 2019; March 30, 2023.