

Norfolk School District's Parental Involvement Plan

2016-2017

Superintendent - Mike Seay

Committee Members:

Deanna Klaus- Principal

Carla Dollard - High School Counselor

Keela Olson - Elementary School Counselor

Brittany Reeves - Teacher

Stacey Havner - Teacher

Curtis Meinzer - Parent

Todd Bradbury - Parent

Goal 1: How will the LEA foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement?

1. Develop and disseminate district parental involvement policy on the district and school websites and handed out at parent teacher conferences.
2. Conduct an annual meeting in the spring to update policy for next year's Title I, Part A program. This meeting will be facilitated by Carla Dollard and Keela Olson.
3. Coordinate parental involvement activities with those of other programs such as Head Start program, Reading First program, Early Reading First program, Even Start program, Parents as Teachers program and Home Instruction Program for Preschool Youngsters and State-run preschool programs. Keela Olson will coordinate with these programs.
4. Establish parental involvement contact person at each of the Title I, Part A schools. At Norfolk Elementary School, this person is Keela Olson. At Norfolk High School, this person is Carla Dollard.
5. Conduct an annual review of the effectiveness of the parental involvement policy. This will be done at each building during the second parent-teacher conference of the year by Keela Olson and Carla Dollard.
 6. Develop district parental involvement committee to create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in the Title I, Part A schools. The committee consists of the following members: Deanna Klaus, administrator; Keela Olson, Counselor; Carla Dollard, Counselor; Dena McNeely, Teachers; Denise Lane, Parent; Toni Greer, Parent.
7. Involve parents in the process of school review and improvement under Section 1116 of NCLB.

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement?

1. Conduct ongoing site visits by Deanna Klaus to observe parental involvement practices.
2. Enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners through such events as orientations, backpack program, parent meetings, fall festival, and other community events.

3. Building principals will ensure, to the extent possible, that information is sent home in a language and form parents can understand.

4. Monitor each Title I, Part A school to ensure that each school performs the following tasks:

Develop parental involvement policy.

Offer flexible meeting times.

Provide information to parents about the school's program, include parent information guide.

Develop and use the School-Parent Compact.

Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement through newsletters, brochures, and meetings.

Monitoring for these tasks will be provided by Dena McNeely, Federal Programs Coordinator.

Goal 3: How will the district build the school's capacity for strong parental involvement?

1. Counselor will provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A. A meeting will be held during the first semester after the Tit
2. Counselor Carla Dollard(7th - 12th grade) and Counselor Keela Olson(Kindergarten - 6th grade) will assist in the development of parent engagement groups at each school in various grade levels and parent volunteers.
3. Counselor Carla Dollard(7th - 12th grade) and Counselor Keela Olson(Kindergarten - 6th grade) will provide 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 child.
4. Involve parents through an annual survey to improve school effectiveness. This survey will be conducted during the second parent-teacher conference of the year. The computer lab will be open for parents in attendance. Carla Dollard is responsible for getting the High School computers ready and Keela Olson is responsible for getting the Elementary School computers ready for parents to take the survey. Information on how to complete the survey will be sent home to all other parents.
5. Provide any reasonable support for parental involvement at the request of participating Title I, Part A schools. The district will provide food, materials, and supplies when needed for events or meetings.

Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy as it relates to strategies for increasing parental participation and identifying barriers to greater participation?

1. Survey parents annually, including questions to identify barriers to parental involvement. This information will be included in the survey to improve school effectiveness and completed by parents at the second parent-teacher conference.
2. Counselor Carla Dollard(7th - 12th grade) and Counselor Keela Olson(Kindergarten - 6th grade) will provide an opportunity for the parents to assist in the development of the evaluation procedures, including

analysis of data collected. Parents in attendance at the second parent-teacher conference will have an opportunity to comment on the procedures.

3. Counselor Carla Dollard(7th - 12th grade) and Counselor Keela Olson(Kindergarten - 6th grade) will develop procedures for collecting parent participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year.

4. Use finding from evaluation process to:

-Make recommendations to each participating school for parental involvement policy revision.

-Provide suggestions for designing school improvement policies, as they relate to parental involvement. Deanna Klaus will provide these recommendations and suggestions to each school.

5. Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. Teachers at each school will provide information on their parent activity for the year to each building coordinator.

Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?

1. Recruit parents to serve on district ACSIP committee to develop the Title I Application. Our ACSIP Coordinator calls the parents when they are selected for the ACSIP committee. The names of the parents on our committee are: April Davis, Curtis Meinzer, , and Joy Pickens
2. Recruit parents for a district Parent Advisory Committee
3. Encourage the formation of partnerships between the district and local businesses that includes roles for parents.

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District: **Norfolk**

Superintendent: **Michael Seay**

Goal 1: How will the LEA foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement?

REQUIREMENTS	YES	NO	COMMENTS:
1. Developed and disseminate district parental involvement policy.	X		
2. Will conduct an annual meeting in the spring to update policy for next year's Title I, Part A program. (Provide a detailed description).	X		
3. Reserved a minimum of 1% of the Title I, Part A allocation for parental involvement, with 95% going to Title I, Part A schools. REQUIRED only for districts receiving \$500,000 or more Title I funding.	N/A		
4. Coordinates parental involvement activities with those of other programs such as Head Start program, Reading First program, Early Reading First program, Even Start program, Parents as Teachers program and Home Instruction Program for Preschool Youngsters and State-run preschool programs. (Provide a detailed description).	X		
5. Has established a parental involvement contact person at each of the Title I, Part A schools. (Provide a detailed description).	X		
6. Will conduct an annual review of the effectiveness of the parental involvement policy. (Provide a detailed description).	X		
7. Has developed a district parental involvement committee to create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in the Title I, Part A schools. (Provide a detailed description).	X		
8. Involved parents in the process of school review and improvement under Section 1116 of NCLB.	X		

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Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement?

REQUIREMENTS	YES	NO	COMMENTS:
1. Conduct ongoing site visits to observe parental involvement practices. <u>(Provide a detailed description).</u>	X		
2. Enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners. <u>(Provide a detailed description).</u>	X		
3. Ensure, to the extent possible, that information is sent home in a language and form parents can understand. <u>(Provide a detailed description).</u>	X		
4. Monitor each Title I, Part A school to ensure that each school performs the following tasks: 5. Develop parental involvement policy and tell how it will be disseminated to parents and shared with the community. 6. Offer flexible meeting times. 7. Provide information to parents about the school's program, include parent information guide. 8. Develop and use the School-Parent Compact. 9. Provide materials and training to help parents work with their children to improve academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. <u>(Provide a detailed description).</u>	X		

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Goal 3: How will the district build the school's capacity for strong parental involvement?

REQUIREMENTS	YES	NO	COMMENTS:
1. Provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A. <u>(Provide a detailed description).</u>	X		
2. Assist in the development of parent engagement groups at each school. <u>(Provide a detailed description)</u>	X		
3. Involve parents through an annual survey to improve school effectiveness. <u>(Provide a detailed description).</u>	X		
4. Provide any reasonable support for parental involvement at the request of participating Title I, Part A schools. <u>(Provide a detailed description).</u>	X		

Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy as it relates to strategies for increasing parental participation and identifying barriers to greater participation?

REQUIREMENTS	YES	NO	COMMENTS:
1. Survey parents annually, including questions to identify barriers to parental involvement. <u>(Provide a detailed description).</u>	X		

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REQUIREMENTS	YES	NO	COMMENTS:
2. Provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected. <u>(Provide a detailed description).</u>	X		
3. - Use finding from evaluation process to: -Make recommendations to each participating school for parental involvement policy revision. -Provide suggestions for designing school improvement policies, as they relate to parental involvement. <u>(Provide a detailed description).</u>	X		
4. Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. <u>(Provide a detailed description).</u>	X		

Goal 5: How will the district involve parents n the joint development of the district Title I Application under section 1112 (ACSIP)?

REQUIREMENTS	YES	NO	COMMENTS:
1. Recruit parents to serve on district ACSIP committee to develop the Title I Application. <u>(Provide a detailed description).</u>	X		

Date – 03/14/2017

Your district's 2016-2017 Parental Involvement Plan has been reviewed and is in compliance. All of the required components are included in your plan. No revisions are needed. Your plan can be posted to your website. Please retain a copy of this review along with a copy of your 2016-2017 Parental Involvement Plan in your parental involvement documentation files. Thank you for the effort that is evident in the completion of this plan so thoroughly. Best regards, *Dr. Mallette*