

## **Phenix City Public Schools Parent Involvement Plan 2014-2015**

During the first month that school is in session, Phenix City Public Schools will hold its annual meeting for all parents of participating children. Notification of the parent meeting will include the following: notices sent home by students, school billboard notification, and a posting on the school's website. The announcements will be posted in English and Spanish and in other languages if needed. To assist in providing an opportunity for all parents to attend, the meeting will be offered once during the day and once during the evening. The meeting will include information on the following topics:

- **The Title I Schoolwide Plan**
- **Title I participation, its services, and parental rights**
- **An explanation of the school's curriculum and the state's content standards**
- **Assessment results**
- **The school Parental Involvement Plan**
- **School-parent compacts**
- **Parent survey**

The administration and staff of Phenix City Public Schools have a strong belief in the importance of parental involvement. Therefore, we have put measures in place to offer parent meetings on a flexible schedule. Our annual meeting for parents of participating children will be held in August. PTA meetings and Lunch and Learn will be offered during the school year. In addition, the Parental Involvement Specialist will offer classes for parents throughout the school year. In all cases, you will be provided with announcements prior to each session.

Phenix City Public Schools believes in involving parents in all aspect of its Title I program. We ask parents to serve as representatives on our Schoolwide Advisory Committee and in the development of the Schoolwide Plan. All parents were given the opportunity to review the Schoolwide Plan before it was implemented. Additionally, we give parents an opportunity to review the plan and make suggestions annually. For the Parental Involvement Plan, all parents were given surveys at the end of the school year seeking their input on activities, training and materials that the school should offer to parents during the next school year. Each year all plans are reviewed and evaluated. At its annual meeting of parents held at the beginning of the school year, Phenix City Public Schools will hold a general meeting to present information about the Title 1 programs, the curriculum and the forms of academic assessment. Information about the following subjects will also be given: reading, math, language, science, social studies, physical education, art, music, and computer science. Parents will also learn how to schedule parent-teacher conferences and how they may participate in decisions related to the education of their children. Parents will receive a copy of the parent-student handbook and a copy of the parental involvement plan. Following the general meeting, parents will be invited to visit classrooms at which time they will meet teachers and be provided with additional information concerning subjects taught and assessments administered.

During the summer of each year, Phenix City Public Schools meets with its School Advisory Committee to review, evaluate and revise its schoolwide plan. Parents are notified when the plan is under review, that copies are available for review in the library and the office and parents have a right to give input regarding the revision of the plan. The parent notification states that after the plan is finalized and approved, if a parent is dissatisfied, concerns may be submitted in writing to the school. The school will submit said concerns to the central office at the same time that the schoolwide plan is submitted.

The School staff members and the school's Parent Advisory Committee work together to develop the Parent Compact. The compact is discussed with teachers at faculty meeting and teachers are given the responsibility to explain the compact to students and obtain students' signatures. The compact is explained to parents at the beginning of the school year and parents are asked to sign the compacts signifying their commitment to work in partnership with the school and their children for success in school. Teachers sign the compacts and keep them in their classrooms for use during parent-teacher conferences and/or student-teacher conferences.

To ensure effective involvement of parents and to support partnerships among the parents, the school, the community, and Phenix City Public Schools will:

1. Provide training for parents of participating children in understanding such topics as the State's Academic Content Standards, the Student Academic Achievement Standards, state and local academic assessments and Title 1 requirements. Parents will also receive information on how to monitor their children's academic progress and how to work with teachers to improve the achievement of their children. This training will be done during the **Annual Parent Meeting** at which time parents will be given information concerning Title 1 services offered and parents' right to be involved in their children's education.
2. Provide materials to help parents work with their children to improve achievement and foster parental involvement. Parents may check out materials (English or Spanish versions) from the school media center in helping their children improve academic performance. Throughout the year, parenting classes will be held on various topics, including but not limited to, reading with your child, creating a home learning environment and working as a partner with your child's teacher. Health and safety tips and computer training for parents are also offered.
3. Educate teachers, office personnel and other school staff concerning how to reach out to, communicate and work with parents as equal partners, how to coordinate parent programs and how to build ties between parents and the school. Each school will continue to work with its teachers through inservices, faculty meetings and grade level meetings in understanding the importance of parental involvement. All staff is expected to welcome parents to the school, as appropriate, and to work with the parent coordinator in meeting parents' needs for their children. In addition, when the parent involvement coordinator holds training sessions, teachers are invited to attend.

4. Coordinate and integrate parent involvement programs and activities with other federal programs and conduct other activities that encourage and support parents. Every effort will be made to involve parents of ELL students. If needed, a bilingual employee will work with the parent facilitator in meeting the needs of these parents.
5. Ensure that information related to school and parent programs, meetings and other activities are sent to parents of participating children in a format and language that the parents can understand.
6. Provide other reasonable support for parental involvement activities under this section as parents may request. Every effort is made to accommodate parents with disabilities. All schools are handicapped-accessible. Accommodations are also made for parents with disabilities in the form of phone calls or home visits.

Parents have a right to know the qualifications of staff members who are working with their children. The Superintendent of Phenix City Schools will send a letter notifying parents of their rights and the procedures to follow to request information at the beginning of the school year.