

decision are to be implemented within fifteen days of the decision being delivered to the LEA.

**10. What happens if a complaint is not resolved at the state level (the Department)?**

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

## **Parent Involvement Policy**

### **Policy 1405**

The Board of Education recognizes the positive effects of parents'/families' involvement in the education of their children. The Board is committed to strong parent/family involvement in working collaboratively with district staff as knowledgeable partners in educating district students. In order to implement the Board's commitment to parent/family involvement in education, the Superintendent will appoint a committee of parents, staff, and community representatives to serve as the district's Parent Involvement Committee/Local Education Agency (LEA). The Committee's responsibilities will include recommendations for program development, parent/staff training, and program evaluation. Program evaluation reports will be prepared and submitted to the Superintendent annually by June 1.

### **District Level Policy**

The Board of Education will:

- Develop and implement programs, activities, and procedures that encourage and support the participation of parents of students eligible for Title I services in all aspects of their child's education.
- Develop and implement programs, activities, and procedures that encourage and support the participation of parents of students who are not eligible for Title I services in all aspects of their child's education.
- The ultimate goal of these programs, activities, and procedures is to ensure that all families within the district are provided the same opportunities for involvement in their child's education.

The term parents refers to a natural parent, legal guardian, or other person(s) [grandparent or stepparent] with whom the child lives, or a person who is legally responsible for the child's welfare.

District and school level parent involvement programs, activities, and procedures (including those funded through Title I, Part A funds) will provide full opportunities for the participation of parents with Limited English Proficiency (LEP), parents with disabilities, and parents of migratory children.

As further required parents of students eligible for Title I services will be provided an opportunity to participate in the development of the district's Title I plan, and to submit comments regarding any aspect of the plan that is not satisfactory to them.

Parents will also participate in the process of developing a school improvement plan when the school their child attends fails to make adequate yearly progress (AYP) for two consecutive years and is identified as a school in need of improvement.

### **Six Types of Parent Involvement**

Parental involvement may take place either in the classroom or during extracurricular activities. However, the Board of Education also encourages parent involvement at home (planned home reading time, informal learning activities, and/or homework contracts between parents and children). The Board of Education directs the Superintendent to develop a program that includes the requirements outlined in NCLB in conjunction with the six types of parent involvement as outlined by The Missouri Parent Information and Resource Center. (PIRC)

The six types of involvement are:

- ❖ Parenting: Help all families establish home environments to support children as students.
- ❖ Communicating: Design effective forms of school-to-home and home-to-school communications about school programs and children's progress.
- ❖ Volunteering: Recruit and organize parent help and support.
- ❖ Learning at Home: Provide information and ideas to families about how to help students at home with homework and other curriculum-related activities, decisions, and planning.
- ❖ Decision-Making: Include parents in school decisions, developing parent leaders and representatives.

- ❖ **Collaborating with Community:** Identify and integrate resources and services from the community to strengthen school programs, family practices, student learning and student development.

### **Communication to Parents**

The Superintendent is authorized and encouraged to develop parent-friendly materials using all or any part of this policy to communicate the policy to all district parents and members of the community and to promote and sustain parent involvement.

The goal of these and all communications to parents is to ensure that information related to school and parent-related programs, meetings, and other activities is sent to the parents of students, including those participating in Title I programs, in an understandable and uniform format and including alternative formats, upon request and to the extent practicable, in a language the parents can understand.

The Adair Co. R-1 School District Parent Involvement Policy will be made available to all families in written form in the school's main office, in the Student Handbook, and on the District Web-site.

This policy in no way eliminates or diminishes an individual parent's right to make his or her feelings known at any level in the district on any topic of concern, nor does it prevent the district from involving individual parents in other appropriate situations.

An alternative format provided in a concise and understandable manner will be printed and distributed to families within the school district at the beginning of each school year as is appropriate.

At the beginning of the school year and throughout the year as deemed necessary, a letter will be sent to all parents of children who qualify for participation in the Title I program informing them of the selection and nature of instruction along with a Parent-Student Compact. The purpose of this Compact is to outline how the school staff, parents, and the student will share the responsibility for improved student academic achievement.

The compact is to be reviewed annually by the Parent Involvement Committee/Local Education Agency (LEA) to make any necessary changes. Parents of those students who qualify for the Title I program may also be notified by phone call, or personal conference. All parents will be invited to attend a fall event where information may be shared regarding instructional objectives and methods of the program.

## **Coordination of Parent Involvement Strategies**

### **Community Agencies and Programs**

The District will coordinate and integrate strategies adopted to comply with the NCLB Title I, Part A parent involvement requirements with parent involvement strategies adopted in connection with existing community partnerships such as the Head Start, Division of Family Services, Parents as Teachers, and Northeast Community Action Agency Corporation. The District shall demonstrate its compliance with this project by participating both in resource and information sharing.

### **District Staff Resources**

The Board of Education recognizes the need to dedicate staff resources to the coordination of the District's parent involvement efforts. The position of Parent Involvement Liaison will be held by the Title I Coordinator and/or the Principal. The Superintendent has the responsibility to develop and maintain job descriptions for this position.

### **Parent Representation**

#### **Parent Involvement/Local Education Agency (LEA) Committee**

A minimum of one, but preferably two or more parent representatives shall be elected by the parents and/or administration and Title I Coordinator to the Parent Involvement/Local Education Agency (LEA) Committee. Parent representatives shall be responsible for communication with parents and for representing parent opinion on the committee.

### **Parent-Teacher Organizations**

The school will have a parent organization (PTO) that centers its work on the six types of parent involvement (Parenting, Communicating, Volunteering, Learning at Home, Decision-Making, and Collaborating with Community) that is connected to the work of the Parent

Involvement/Local Education Agency (LEA) Committee. The Principal(s) will work collaboratively with the Parent Partnership of the school to develop and sustain a parent organization (Parent-Teacher Organization) in the school.

**RETURN THIS FORM TO SCHOOL\***  
**Adair Co. R-I Elementary**  
**K-6**  
**STUDENT-PARENT-SCHOOL COMPACT**  
**2023-2024**

Adair Co. R-I Elementary, and the parents of students participating in the Title I.A activities, services, and programs, agree that this compact outlines how the entire school staff, the parents, and the students will share the responsibility for improved student academic achievement.

**Student Responsibilities**

I, as a student, will share the responsibility to improve my academic performance to meet the Show-Me Standards and will:

- Attend school every day possible,
- Be respectful toward others,
- Do my homework every day and ask for help when I need it,
- Read at least 15 minutes every day outside of school time,
- Give all the notes and information from my school to my parent/guardian daily, and
- Try to settle our differences in a peaceful manner.

This means:

1. We respect other people's property and personal space.
  2. We do not physically or verbally fight with other children.
  3. We do not take anything that does not belong to us.
- Follow the directions of adults in charge, the first time given.

This means:

1. We look at the speaker.
  2. We do not talk back to teachers or adults in charge; this includes substitutes and lunchroom supervisors.
- Be sensitive to the needs and feelings of others.

This means:

1. We use appropriate language at all times.
  2. We do not bully or tease other children.
  3. We never boo or whistle in the auditorium.
  4. We are willing to help each other.
  5. We are friendly and courteous.
- Be expected to move safely while at school

This means:

1. We will not play around in the bathrooms or hallways.
2. We will not run in the lunchroom, hallways, or up and down stairs.
3. We will observe playground rules.

**Parent Responsibilities**

I, as a parent, will support my child's learning in the following ways:

- Make sure students are in school every day possible.
- Check that homework is completed.
- Monitor the amount of student screen time.
- Volunteer in my child's classroom/school.
- Be aware of my child's extracurricular time and activities.

- Stay informed about my child’s education by reading all communications from the school and responding appropriately.
- Insist that my student accepts responsibility for their learning and behavior
- Reinforce academic excellence in my student
- Provide a quiet time and appropriate place in our home for study.

### **School Responsibilities**

Novinger Elementary and its staff will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet and exceed the Missouri Learning Standards as follows:
  1. Retain highly qualified principals and teachers,
  2. Provide instruction, materials, and high quality professional development which incorporate the latest research, and
  3. Maintain a safe and positive school climate.
- Hold annual parent-teacher conferences to:
  1. Discuss the child’s progress/grades during the first quarter
  2. Discuss this compact as it relates to the child’s achievement, and
  3. Examine the child’s achievement and any pending options at the end of the third quarter
- Provide parents with frequent reports on their child’s progress as follows:
  1. Two-week grade check phone calls for students with a D or an F grade
  2. Online parent access to student grades
  3. Monthly suggestions from the classroom teacher and/or interventionist on an as needed basis
  4. Mid-quarter reports from the school on an as needed basis
  5. Quarterly grade cards/reports sent home by the school
- Be accessible to parents through:
  1. Phone calls or person-to-person meetings
  2. Scheduled consultation before, during, or after school
  3. Scheduled school or home visits
- Provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities as follows:
  1. Listen to children read
  2. Help with classroom decorations, art projects, etc.
  3. Present a program on your culture, a different country, etc.
  4. Assist with holiday programs or parties, educational trips, etc.

Parent’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student’s Signature: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_