

LEA Parental Involvement Plan/Policy

The Covington County Schools system is committed to involving parents in the joint development of its Title I Part A program plans and the process of school reviews and improvements under Section 1116. Covington County Schools will continue to provide a quality education for every child in the district. When schools and parents form strong partnerships, all children have the potential for academic success and improve significantly. We will include parents in all aspects of the system's Title I program, following all requirements of the Title I regulations in accordance with NCLB Act of 2001.

The responsibility and accountability for implementing the system wide Title I Parent Involvement procedures will be processed through CCS Title I Personnel, the local Title I schools, and the LEA Parent Advisory Committee. We will ensure that this policy is distributed to all students participating in Title I school programs. Copies of this plan/policy will be made available to parents upon request. Copies may be viewed at the Covington County Schools District office as well as each Title I School. Each school shall develop a Parent Involvement Plan/Policy that will encompass the following LEA guidelines:

The LEA and Title I schools will plan, update, and jointly develop the Title I Plan/Policy and/or Parent/Teacher Compact annually.

Title I Plans/Policy and or Parent/Teacher compacts will be distributed to all students participating in a Title I school. Teachers will keep each signed copy of plan/policy/compact for individual students on file. Plans will be used as a working document for parent-teacher conferences.

LEA shall conduct a Title I Parent Advisory Committee meeting at least twice a year for planning and evaluation of the Parental Involvement Plan/Policy.

LEA will involve the parents of children served in Title I schools in decisions about funds reserved for parent involvement through the Parent Advisory Committee.

LEA shall conduct a parent survey as needed for parents of children participating in a Title I school in order to evaluate the success of the P.I. Plan/Policy.

Local schools shall involve parents of students participating in Title I schools, the opportunity to serve as representatives on the school's planning committee.

Local schools shall involve parents in at least two annual Title I parent meetings to inform them about Title I programs offered, curriculum, academic progress, and student progress. A meeting will be scheduled each semester; the first one is scheduled around the SDE Parent Visitation Month in October. A flexible schedule will be available to accommodate parents work hours.

Local schools shall provide opportunities for parent/teacher conferences during the school year in which the Title I Plan and/or Parent/Student/Teacher compacts will be discussed as it relates to the individual child's achievement. The Compact shall be utilized as a working document and changes/updates will be made as individual schools need changes. Each school will offer flexible and extended hours to accommodate working parents. Conferences may be scheduled during Open House or PTO/PTA meetings. Other events such as award days, student orientations, and literacy nights shall also be offered at various times during day and/or evening hours to provide flexibility. Each school will make a good faith effort to provide reasonable access to staff for individual consultations on an as needed basis.

Local schools will keep parents informed about student progress on a regular basis through progress reports, report cards, assessment scores, phone conferences, parent portals and/or e-mails for suggestions in decision relating to the education of their child.

Local schools shall encourage parents to attend Title I parent meetings and other school activities during the school year. Each school shall provide various school events to help build strong parental involvement. Announcements, flyers, parent letters, and parent sign-in sheets from parent events shall be kept on file at the district office. (events: open house, parent expo, grandparent's day, pancake/pajama night, parent reading night, fall festival, spaghetti supper, read across America, orientation, community night, family literacy night,)

Local school's personnel shall encourage parents to visit their child's school and talk with their child's teacher regularly.

Local schools shall provide opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.

The LEA will provide written documents (such as parental involvement plan, compacts, newsletters etc.) in an understandable and uniform language and format, including alternative formats upon request, and, to the extent practicable, provide notice and the policy in a language the parents can understand.

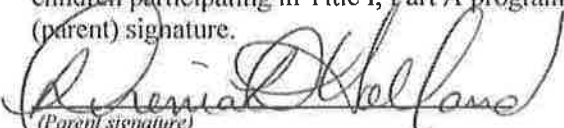
CCS will use TransAct as an instrument to transfer documents in another language as requested. Also, CCS will provide a translator to interpret documents and/or procedures, including classroom assignments for ELL students and parents as needed.

Local schools shall submit to parents' procedures for filing comments/concerns to the LEA, if P.I. Plan, Title I Programs are not satisfactory. Parents are encouraged to contact the local school administration for assistance with filing a complaint. (See complaint procedures)

Local schools shall distribute monthly parental involvement newsletters offering practical ideas that promote school success and effective parenting tips. Newsletters are provided by the CCS Board of Education.


LEA will conduct annual meetings that will inform parents of their schools participation in the Title I and to explain the rights of parents to be involved. The annual meetings will explain the purpose of the 1% set-aside funds for parental involvement and parents' right to be involved and how these monies are allotted for parental involvement activities.

This LEA Parental Involvement Policy/Plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by Parent Advisory Committee member (parent) signature.


(Parent signature)

9/6/16
(Date)

This policy/plan was adopted/approved by the Covington County School District in August 2015 and will be in effect for the period of September 2016 – August 2017. The school district will distribute this policy/plan to all parents of children participating in Title I, Part A programs on or before October 1, 2016. Also, the plan will be made available to the public on the Covington County Schools website. www.cov.k12.al.us


(Signature: Chris Thomasson, Parental Involvement Coordinator)
9/6/16
(Date)

Parental Involvement/Title I Complaints/Concerns Procedures

The complaint/concern is a signed written statement that includes allegations/concerns applicable to the Title I Educational Program (LEA Level) and information that supports the complaint/concern.

- Any parent, teacher, or other concerned individual(s) or organization may file a complaint.

Procedures:

Receiving complaints: complaints may be given to local school principals and filed at the Title I office (Central Office) signature of the complainant will be required. The written complaint will be delivered to the LEA Superintendent's office or Title I office by the principal or his/her designee.

Upon receipt of the written complaint, the Title I Coordinator and a District Supervisor will investigate the complaint in a timely manner consulting with LEA Superintendent if necessary.

Within a timely manner a resolution and written decision acknowledging receipt of the complaint/concern will be rendered by the LEA. (Title I Coordinator/designee)

Schools:	Contact Person:	
Fleeta Jr High School	Seth Richards	493-6772
Floral High School	Max Whittaker	858-3765
Pleasant Home School	Craig Nichols	222-1315
Red Level Elementary School	Clifton Pace	469-5315
Red Level High School	Randy McGlaun	469-5315
Straughn Elementary School	Bettye Anne Older	427-1311
Straughn Middle School	Cassandra Scott	222-4090
Straughn High School	Donny Powell	222-2511
W.S. Harlan Elementary School	Joy Colvin	858-3294
Title I & Parental Involvement Coordinator:	Chris Thomasson	222-7571

*Complaint procedures may be viewed at www.cov.k12.al.us under the parent section.

It is the official policy of Covington County School System that no person shall, on the ground of race, sex, religion, color, creed, national origin, handicap, or age, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program, activity, or employment. Inquiries of complaints regarding compliance with federal regulations may be directed to Chris Thomasson, Covington County Board of Education, 807 C.C. Baker Avenue, Andalusia, AL. 36420, (334) 222-7571.