



PART I. GENERAL EXPECTATIONS

Lynchburg City Schools (LCS) agrees to implement the following statutory requirements:

- LCS will put into operation programs, activities and procedures for the involvement of parents in all Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, LCS will work with the school division to ensure the required school-level parental involvement policies 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.
- LCS will incorporate this district wide parental involvement policy into its Title I plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, LCS and each individual 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 LCS's plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, LCS will submit any parent comments with the plan when LCS submits the plan to the State Department of Education.
- LCS will involve parents of children served by 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 ninety-five percent of the one percent reserved for parental involvement goes directly to the schools.
- LCS will be governed by the following statutory definition of parental involvement and expects that its Title I schools will carry 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.*

PART II. DESCRIPTION OF HOW LCS WILL IMPLEMENT REQUIRED SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

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

LCS will maintain a division-level Parental Involvement Committee that consists of representatives from each school. Each elementary school will designate 2 to 3 parent representatives to serve on this committee. Parents will be contacted through phone calls and/or letters about meeting date and times so they have the opportunities to provide their input. As each Title I Team meets in their respective buildings they include parent representatives. These parents will be included in making decisions about the building level parental involvement policy as well as other parent matters.

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

Each elementary school will have parent representatives to serve on the Title I Schoolwide Planning/School Improvement Committee. The committee will meet at various times during the year to formulate and/or review the school improvement plan. Parents have the opportunity to provide feedback and make suggestions about various programs that their site school offers.

3. LCS 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:

LCS will continue to utilize division-level staff members including the Director of Engagement, Equity, and Opportunity, Director of School Improvement, Coordinator of Preschool and Early Childhood Programs, Title I Reading Coach, Coordinator of Extended Learning Time, and Coordinator of Grants to assist schools with seeking parent feedback and on the development of parental involvement activities at the school level. Individual schools will host conferences, home visits, phone calls, special events, and family fun nights to help build capacity of families.

4. LCS will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: Head Start, Virginia Preschool Initiative, McKinney-Vento Homeless Assistance Act, and others as appropriate, by:

Selected Lynchburg City School personnel serve on the Smart Beginnings Coalition and other early childhood education initiatives. Lynchburg City Schools implements the Virginia Preschool Initiative Program and has a Memorandum of Understanding with the local Head Start Program. Lynchburg City Schools employs a full-time Pre-K Coordinator and a full-time Homeless Education Specialist to help meet the needs of all students.

5. LCS will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy 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 ethnic minority background). LCS will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

All parents of students enrolled in Title I schools are asked to complete an annual parent survey. The survey is used to plan for the following year's activities. Parents are also asked to provide feedback in the division-level School Culture Survey conducted each fall. Parents are also asked to serve on committees that focus on the parental needs of each school and on the Superintendent's Parent Advisory Board. Meetings are held during the school year to discuss changes and concerns that reflect all of the city schools' parents. Parents will continue to play an active part in these meetings by developing future parent friendly surveys and developing subcommittees that will address the developing needs of our parent population.

- I. LCS will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - A. LCS will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by LCS, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph.
 - Virginia's academic content standards,
 - Virginia's student academic achievement standards,
 - State and local academic assessments, including alternative assessments,
 - the requirements of Part A,
 - how to monitor their child's progress,
 - how to work with educators, and

- how to help their children at home

All of the schools provide workshops during each school year to assist parents in the understandings and requirements and expectations of the Standards of Learning. Materials and supplies in the core content areas are provided to parents during these workshops for each family to use at home as support for their child. The state Standards of Learning objectives are sent home to parents to explain the content to be taught. Letters are given to every parent at each elementary school, which address the highly qualified status of each employee at the school. Teachers have parent conferences to give information on student progress and address ways to monitor and to help their children at home. Information regarding student work and school events are sent home to parents. Parent newsletters include tips on how to communicate with the school and the child's teacher, monitoring the child's progress, educational activities, building self-esteem and responsibilities, organizing and various other topics.

- B. LCS 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 and technology training, as appropriate, to foster parental involvement, as described below:

A variety of parent workshops are given at all elementary schools through the school year. These workshops are based on surveyed needs and requests of each school's parents. Workshops are given at a variety of times during the day to reach a larger number of parents. Workshops include materials and supplies for all parents as well as activities parents can use at home to support their child's education. Specific strategies about improving literacy in the home environment are shared with parents. In addition, parents are guided through programs in the computer labs and given the opportunity to experience the hands-on learning their child experiences through technology.

- C. LCS will, with the assistance of its schools, educate its teachers, student services personnel, principals, and other key 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, as described below:

LCS utilizes an annual School Culture Survey and the individual parent surveys conducted at each school to gain information about the strengths and weaknesses of parental involvement efforts. One of the areas of review is the strength of communication between the school, parents, and the community. The results of the survey are shared with the analyzed and shared with staff through a variety of means. The data from the individual school surveys is used to plan future parental involvement activities and address strengths and any weaknesses noted on the surveys. Each school also encourages parent participation on the Superintendent's Parent Advisory Committee to provide suggestions and feedback.

- D. LCS will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, and Virginia Preschool Initiative and other programs, and conduct other activities, such as school-level parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

A brochure is provided by Lynchburg City School's personnel providing information about the Virginia Preschool Initiative, Child Find, and Head Start programs for children 3 and 4 living in the city of Lynchburg. Lynchburg City Schools also provide a Homeless Education Liaison who ensures that all students have access to education as well as transportation.

- E. LCS will take the following actions to ensure that information related to the school as well as parent programs, meetings, and 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:

LCS takes pride in reaching out to and notifying all families of upcoming events. In addition to communications at the school level, our Public Relations Coordinator sends out newsletters and automated phone calls to parents informing them of up-coming events and meetings. This information can also be found on the LCS website at www.lcsedu.net/parents and on individual school websites.

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