



**BERRYHILL PUBLIC SCHOOLS**  
INDEPENDENT DISTRICT NO. 10

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Dear Parents,

Berryhill Public Schools is committed to working with our children and families to ensure the best possible learning opportunities. We strive to keep you informed of your child's activities, achievements, and opportunities for success.

Attached you will find our District and Elementary Site Parent and Family Engagement Policies. These policies were developed for our district by the attorneys at the Oklahoma State School Board Association. This is our commitment to involve you in the education process. You are welcome to comment and assist us in evaluation of these policies. Berryhill is truly a special community and our goal is to build on the success we all enjoy with the strong bond between school and home.

If you have questions or comments about these policies, please contact Kye Payne at the South Elementary School or Courtney Jones at the North Elementary School.

Sincerely,

Mike Campbell  
Superintendent

# **Berryhill Elementary School**

## **School Parental Involvement Policy**

### **PART I. GENERAL EXPECTATIONS**

Berryhill Elementary School agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language that parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the 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 language parents understand.
- If the Targeted Assistance program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency-LEA (Berryhill Public Schools).
- The school will involve the parents of children served in 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 95 percent of the 1 percent reserved goes directly to the schools.
- The school will build its own and the parent's 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.
- The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.
- The school will be governed by the following statutory definition of parental involvement, and will carry out 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. IMPLEMENTATION OF SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. Berryhill Elementary School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

The plan was developed with input from stakeholders: Title I committee, parents of preschool students, parents requesting to participate in the development of the plan, teachers, counselors, and administrators.

The school parental involvement plan will be disseminated at the beginning of the school year and at Title I Committee Meetings with a request for review and comments.

The school parental involvement plan will be posted on the site website for review and comments.

Reviews and comments will be considered prior to revisions or finalization of the plan.

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

Parent input in the school review and improvement process will be solicited with a parent survey. The parent survey is included in the district's Comprehensive Needs Assessment.

3. Berryhill Elementary School will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in the Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or after school, so that as many parents

as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

Berryhill Elementary School will notify parents of the annual meeting and subsequent additional meetings with written notification and posting to website calendar.

4. Berryhill Elementary School will provide parents of participating children information in a timely manner about Title I, Part A programs that include a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

Berryhill Elementary School will host parent conferences.

Berryhill Elementary School will provide parents with written information regarding the school's curriculum, academic assessments, and proficiency targets.

Berryhill Elementary School will provide parents with information regarding curriculum and assessment updates in the Thursday Folders.

Berryhill Elementary School will provide parents with monthly skill letters outlining the curriculum for that period.

Berryhill Elementary School will provide "refrigerator" curriculums for each grade level: a synopsis of the curriculum for each grade level by quarter.

5. Berryhill Elementary School will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

Berryhill Elementary School will establish a timeline for response to parent request.

Berryhill Elementary School will ensure that parents are informed of all parent meetings, in written communication, in printed monthly school calendars and on the school website.

6. Berryhill Elementary School will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Berryhill Elementary School will disseminate reports to parents at parent-teacher conferences.

7. Berryhill Elementary School will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive

weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

Berryhill Elementary School will provide the information to parents in written notification.

8. Berryhill Elementary School will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph –

- the state’s academic content standards,
- the state’s student academic achievement standards,
- the state and local academic assessments including alternate assessments,
- the requirements of Part A,
- how to monitor their child’s progress, and
- how to work with educators:

Berryhill Elementary School will provide assistance to parents by disseminating written materials, online services, and individual and small group conferences.

Berryhill Elementary School will provide curriculum and state mandate information to parents in written notification, weekly updates, monthly skill letters, and on the school website.

9. Berryhill Elementary School will provide materials and training to help parents work with their children to improve their children’s academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:

Encouraging participation in parent/teacher conferences  
Providing written parent education materials  
Offering access to suggested online resources

10. Berryhill Elementary School will, with the assistance of its parents, educate its teachers, pupil services personnel, principals, and other 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, by:

Professional development programming.

11. Berryhill Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct

other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

The school will work with the Berryhill Preschool Program, local PTA and Education Foundation groups, and Sooner Start personnel to coordinate programs and activities.

12. Berryhill Elementary School will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

Berryhill Elementary School will disseminate a student handbook, parent volunteer information, and weekly updates on a student performance and school activities.

### **PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

Berryhill Elementary School is committed to serving the families of the Berryhill Community. The faculty and staff of Berryhill Elementary commit to communication and cooperation between the school and community members including, but not limited to:

PTA  
Berryhill Education Foundation  
Secondary Student Council  
Volunteer program  
Berryhill Ministerial Alliance

**PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs.

This policy was adopted by the Berryhill Elementary School, August 18, 2020. The school will distribute this policy to all parents of participating Title I, Part A children.

*Kyle Payne*

*Principal, South Elementary*

*8-18-20*

*Date*

*Courtney Jones*

*Principal, North Elementary*

*8-18-20*

*Date*

*Debbie Garner*

*Director of Federal Programs*

*8-18-20*

*Date*

## Parental Involvement Policy

Berryhill Public Schools agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements and that school-parent compacts have been signed.
- The district and its schools 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 required school reports in an understandable and uniform format including in a language that parents understand.
- If the local plan for the Title I, part A is not satisfactory to parents of participating children, the district will submit any parent comments with the plan to the State Department of Education (SDE).
- The district will involve the parents of children served in Title I, Part A in decisions about how the one percent of the Title I funds reserved for parental involvement is spent.
- The district and school sites will implement 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 and meaningful role in assisting in 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.*



## **IMPLEMENTATION OF PARENTAL INVOLVEMENT POLICY**

**1. Berryhill Public Schools will take the following actions to involve parents in the joint development of its district wide parental involvement plan:**

- **Parents will review the policy with the Title I committee. Suggestions and/or concerns will be communicated to the director for possible revisions.**
- **The district policy will be reviewed at the annual District Title I Committee meeting. The policy will be available for review at each of the administration offices.**

**2. Berryhill Public Schools will take the following actions to involve parents in the process of school review and improvement:**

- **Parents will serve on applicable site and district committees.**
- **District and school report cards will be distributed to each family.**
- **Parents will receive individual student assessment reports regarding their child's mastery of student achievement mandates.**
- **The district will build an effective communication partnership with the parent regarding their child's school and teacher. This will include an understanding of the school climate, qualifications of each teacher, academic initiatives, available programs and federal mandates.**

**3. Berryhill Public Schools will coordinate and integrate parental involvement strategies under the following programs: 4-year old program, parent teacher conferences and PTA.**

**4. Berryhill Public Schools will take the following actions to conduct, with 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 disadvantage, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The district 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, its parental involvement policy.**

- The district will schedule a meeting annually to review the parental involvement policy. Parent representatives will attend from each Title I school site.

### ADDITIONAL ACTIONS

The district will build the schools' and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the schools involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

1. The district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children in the district in understanding topics such as the following:
  - a. The Oklahoma State Academic Content Standards,
  - b. The Oklahoma State Student Academic Achievement Standards,
  - c. The Oklahoma State and Local Academic Assessments including alternate assessments,
  - d. The requirements of Part A,
  - e. How to monitor their child's progress, and
  - f. How to work with educators.

This will be achieved by the following actions (as appropriate):

- Schedule parent conferences at least once per semester
  - Involve parents in conferences to write and/or to review Reading Personal Education Plans (PEP)
  - Distribution of additional information on these topics via e-mail, district web site, brochures, flyers, articles in the newspaper and work with local agencies that provide services to families.
2. The district will, to the extent feasible and appropriate, distribute information to parents in an understandable and uniform format in a language that parents can understand.