

1 The Transylvania County Board of Education (the “board”) recognizes the critical role of parents  
2 in the education of their children and in the schools. The board directs school administrators to  
3 develop programs that will promote and support parental involvement in student learning and  
4 achievement at school and at home and encourage successful progress toward graduation. Each  
5 parent is encouraged to learn about the educational program, the educational goals and objectives  
6 of the school system, and his or her own child’s progress. The board also encourages parents to  
7 participate in activities designed by school personnel to involve them, such as parent  
8 conferences, in order to encourage effective communication.  
9

10 The board directs each principal or designee to develop a parental involvement plan as a part of  
11 the school improvement plan. This plan must include, at a minimum, efforts that meet the  
12 requirements established in this policy. In addition, the plan must include ways to enhance  
13 parental involvement in the following areas:  
14

- 15 1. meaningful two-way communication between home and school;
- 16 2. involvement of parents and guardians in student learning;
- 17 3. promotion of volunteering;
- 18 4. involvement of parents and guardians in school decisions that affect children and  
19 families;
- 20 5. community collaboration; and
- 21 6. promotion of student health awareness.

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28 This policy applies to the parents, legal guardians, and legal custodians of students who are  
29 under 18 years old and are not married.  
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31 **A. PARENT COMMUNICATION AND CONFERENCES**  
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33 The board encourages school personnel to have regular contact with parents for  
34 commendation as well as for notification of concerns. Principals or designees shall plan  
35 for periodic communication with parents. Teachers are responsible for scheduling  
36 conferences with parents.  
37

38 The principal or designee shall strive, through oral or written communication or other  
39 means, to include the parents of students identified as at-risk in the implementation and  
40 review of academic and/or behavioral interventions for their children, in accordance with  
41 policy 3405, Students at Risk of Academic Failure.  
42

43 The principal or designee shall provide the parent of each student in kindergarten, first, or  
44 second grade with written notification of the student’s reading progress. The notice will

45 be provided three times a year, following each benchmark assessment, and will include:  
46 (1) assessment results; (2) whether the child may not reach reading proficiency by the  
47 end of third grade; and (3) instructional support activities for use at home.  
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49 The board encourages the superintendent to work with local business leaders, including  
50 the local chambers of commerce, to encourage employers to adopt as part of their stated  
51 personnel policies time for employees who are parents or guardians to attend conferences  
52 with their child's teachers.  
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#### 54 **B. PARENTAL NOTIFICATION**

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56 Each principal or designee of a Title I school shall effectively notify parents of all  
57 parental rights and other required information regarding Title I schools and programs, in  
58 accordance with federal law. Parents of students in Title I schools shall receive a copy of  
59 the system-wide Title I parent and family engagement policy (policy 1320/3560) and the  
60 school-wide parent involvement plan.  
61

62 In addition, annually every building principal or designee shall effectively notify parents  
63 of the following:  
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- 65 1. parental rights related to student records (see policy 4700, Student Records);
- 66 2. parental rights related to student surveys (see policy 4720, Surveys of Students);
- 67 3. the approximate dates of any non-emergency, invasive physical examination or  
68 screening that is: (a) required as a condition of attendance; (b) administered and  
69 scheduled in advance by the school administration; and (c) not necessary to  
70 protect the immediate health and safety of students;
- 71 4. the schedule of pesticide use on school property and their right to request  
72 notification of nonscheduled pesticide use (see policy 9205, Pest Management);  
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- 74 5. student behavior policies, the Code of Student Conduct, and school standards and  
75 rules (see policies in the 4300 series);  
76
- 77 6. the permissible use of seclusion and restraint in the schools (see regulation 4302-  
78 R, Rules for Use of Seclusion and Restraint in Schools);  
79
- 80 7. policy 1720/4015/7225, Discrimination, Harassment, and Bullying Complaint  
81 Procedure;
- 82
- 83 8. policy 1740/4010, Student and Parent Grievance Procedure;
- 84
- 85 9. the dates of the system-wide and state-mandated tests that students will be  
86  
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88

- 89 required to take during that school year, how the results from the tests will be  
90 used, and whether each test is required by the State Board of Education or by the  
91 local board;  
92
- 93 10. grading practices that will be followed at the school and, for parents of high  
94 school students, the method of computing the grade point averages that will be  
95 used for determining class rank (see policies 3400, Evaluation of Student  
96 Progress, and 3450, Class Rankings);  
97
- 98 11. available opportunities and the enrollment process for students to take advanced  
99 courses and information explaining the value of taking advanced courses;  
100
- 101 12. if applicable, that their child will be provided advanced learning opportunities in  
102 mathematics or will be placed in an advanced mathematics course;  
103
- 104 13. a clear and concise explanation of the North Carolina testing and accountability  
105 system that includes all information required by federal law;  
106
- 107 14. a report containing information about the school system and each school,  
108 including, but not limited to:  
109
- 110 a. the following information both in the aggregate and disaggregated by  
111 category: student achievement, graduation rates, performance on other  
112 school quality and/or student success indicators, the progress of students  
113 toward meeting long-term goals established by the state, student  
114 performance on measures of school climate and safety, and, as available,  
115 the rate of enrollment in post-secondary education;  
116
- 117 b. the performance of the school system on academic assessments as  
118 compared to the state as a whole and the performance of each school on  
119 academic assessments as compared to the state and school system as a  
120 whole;  
121
- 122 c. the percentage and number of students who are  
123 i. assessed,  
124 ii. assessed using alternate assessments,  
125 iii. involved in preschool and accelerated coursework programs, and  
126 iv. English learners achieving proficiency;  
127
- 128 d. the per pupil expenditures of federal, state, and local funds; and  
129
- 130 e. teacher qualifications;  
131
- 132 15. the grade earned by the school on the most recent annual report card issued for it

- 133 by the State Board of Education if the grade was a D or F;  
134  
135 16. supportive services available to students, including guidance, counseling, and  
136 health services (see policy 3610, Counseling Program);  
137  
138 17. information about meningococcal meningitis and influenza, including the causes,  
139 symptoms, and vaccines, how the diseases are spread, and places where parents  
140 and guardians may obtain additional information and vaccinations for their  
141 children;  
142  
143 18. for parents of students in grades 5 through 12, information about cervical cancer,  
144 cervical dysplasia, and human papillomavirus, including the causes and symptoms  
145 of these diseases, how they are transmitted, how they may be prevented by  
146 vaccination, including the benefits and possible side effects of vaccination, and  
147 places parents and guardians may obtain additional information and vaccinations  
148 for their children;  
149  
150 19. information about and an application form for free and reduced price meals and/or  
151 free milk (see policy 6225, Free and Reduced Price Meal Services);  
152  
153 20. information about the school breakfast program;  
154  
155 21. information about the availability and location of free summer food service  
156 program meals for students when school is not in session;  
157  
158 22. for parents of children with disabilities, procedural safeguards (see also policy  
159 1730/4022/7231, Nondiscrimination on the Basis of Disabilities);  
160  
161 23. information on the availability of the asbestos management plan and planned or  
162 in-progress inspections, re-inspections, response actions, and post-response  
163 actions, including periodic re-inspection and surveillance activities;  
164  
165 24. education rights of homeless students (see policy 4125, Homeless Students);  
166  
167 25. the content and implementation of the local school wellness policy (see policy  
168 6140, Student Wellness);  
169  
170 26. that the school system does not discriminate on the basis of race, color, national  
171 origin, sex, disability, or age (see policies 1710/4021/7230, Prohibition Against  
172 Discrimination, Harassment, and Bullying, and 1730/4022/7231,  
173 Nondiscrimination on the Basis of Disabilities);  
174  
175 27. that the school system provides equal access to its facilities, programs, and  
176 activities to the Boy Scouts and other designated youth groups (see policy

- 177 1710/4021/7230, Prohibition Against Discrimination, Harassment, and Bullying);  
178 and  
179  
180 28. the availability of and the process for requesting a waiver or reduction of student  
181 fees (see policy 4600, Student Fees).  
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183 **C. OPPORTUNITIES TO WITHHOLD CONSENT/OPT OUT**  
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185 As a part of the annual notification described above, parents will be effectively notified  
186 that they may opt out of any of the following:  
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- 188 1. release of student directory information about their child for school purposes or to  
189 outside organizations (see policy 4700, Student Records);  
190  
191 2. release of their child's name, address, and telephone listing to military recruiters  
192 or institutions of higher education (see policy 4700, Student Records);  
193  
194 3. their child's participation in non-Department of Education-funded surveys  
195 concerning protected topics (see policy 4720, Surveys of Students);  
196  
197 4. their child's participation in any non-emergency, invasive physical examination or  
198 screening that is (a) required as a condition of attendance; (b) administered and  
199 scheduled in advance by the school administration; and (c) not necessary to  
200 protect the immediate health and safety of students;  
201  
202 5. the collection, disclosure, or use of their child's personal information for  
203 marketing purposes (see policy 4720, Surveys of Students);  
204  
205 6. release of their child's free and reduced-price meal information to State Medicaid  
206 or State children's health insurance program (SCHIP); and  
207  
208 7. students' independent access to the Internet, as described in policy  
209 3225/4312/7320, Technology Responsible Use.  
210

211 Any parent or legal guardian who wishes to opt out/withhold consent must do so in  
212 writing after receiving notice. Otherwise, consent to the programs or activities is  
213 presumed. After the annual notification, the school is not required to provide further  
214 notice to the parent or legal guardian as to the manner in which student directory  
215 information is used, the curriculum is provided, or guidance programs are made  
216 available.  
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218 **D. PARENTAL PERMISSION REQUIRED**  
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220 Written parental permission is required prior to the following activities:

- 221  
222 1. the administration of medications to students by employees of the school system  
223 (see policy 6125, Administering Medicines to Students);  
224  
225 2. the release of student records that are not considered directory information, unless  
226 the release is allowed or required by law (see policy 4700, Student Records);  
227  
228 3. off-campus trips;  
229  
230 4. students' participation in any sport, including interscholastic athletics, or in any  
231 other high-impact or high-risk extracurricular activity (see policy 4220, Student  
232 Insurance Program);  
233  
234 5. all decisions or actions as required by the IDEA with regard to providing special  
235 education or related services to students with disabilities (see policy 3520, Special  
236 Education Programs/Rights of Students with Disabilities);  
237  
238 6. certain health services, as required by law;  
239  
240 7. participation in a mental health assessment or mental health services under  
241 circumstances prescribed by federal law;  
242  
243 8. students' participation in programs or services that provide information about  
244 where to obtain contraceptives or abortion referral services;  
245  
246 9. their child's participation in curricula related to (a) prevention of sexually  
247 transmitted diseases, including HIV/AIDS; (b) avoidance of out-of-wedlock  
248 pregnancy; or (c) reproductive health and safety education, as provided in policy  
249 3540, Comprehensive Health Education Program. A copy of the materials that  
250 will be used in these curricula will be available in the school media center during  
251 the school year and at other times that the media center is available to the public.  
252 To meet any review periods required by law, materials also may be made  
253 available for review in the central office;  
254  
255 10. students' participation in surveys funded by the Department of Education that are  
256 conducted concerning protected topics (see policy 4720, Surveys of Students);  
257 and  
258  
259 11. disclosure of students' free and reduced price lunch eligibility information or  
260 eligibility status.  
261

262 Legal References: Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et*  
263 *seq.*, 34 C.F.R. pt. 200; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, 34 C.F.R.  
264 pt. 99; Protection of Pupil Rights Amendment, 20 U.S.C. 1232h, 34 C.F.R. pt. 98; Individuals

265 with Disabilities Education Act, 20 U.S.C. 1400, *et seq.*; Asbestos Hazard Emergency Response  
266 Act, 15 U.S.C. 2641, *et seq.*; McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431, *et*  
267 *seq.*; 42 U.S.C. 1758, 7 C.F.R. pt. 245; 42 U.S.C. 1758b; National School Lunch Program, 42  
268 U.S.C. 1751 *et seq.*, 7 C.F.R. 210.12; Boy Scouts of America Equal Access Act, 20 U.S.C. 7905,  
269 34 C.F.R. 108.9; 20 U.S.C. 7908; G.S. 90-21.1; 95-28.3; 115C-47(47), -47(51), -47(54), -47(58),  
270 -81.25, 81.30, -81.36, -105.41, -109.1, -174.26(d), -307(c), -375.4, -390.2, -391.1, -407.16; State  
271 Board of Education Policies KNEC-002, PRNT-000, TEST-001

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273 Cross References: Title I Parent and Family Engagement (policy 1320/3560), Prohibition  
274 Against Discrimination, Harassment, and Bullying (policy 1710/4021/7230), Discrimination,  
275 Harassment, and Bullying Complaint Procedure (policy 1720/4015/7225), Nondiscrimination on  
276 the Basis of Disabilities (policy 1730/4022/7231), Student and Parent Grievance Procedure  
277 (policy 1740/4010), Technology Responsible Use (policy 3225/4312/7320), Evaluation of  
278 Student Progress (policy 3400), Students at Risk of Academic Failure (policy 3405), Class  
279 Rankings (policy 3450), Special Education Programs/Rights of Students with Disabilities (policy  
280 3520), Comprehensive Health Education Program (policy 3540), Counseling Program (policy  
281 3610), Homeless Students (policy 4125), Student Insurance Program (policy 4220), Child Abuse  
282 **and Related Threats to Child Safety—Reports and Investigations** (policy 4240/7312), Student  
283 Behavior Policies (4300 series), Rules for Use of Seclusion and Restraint in Schools (regulation  
284 4302-R), Student Fees (policy 4600), Student Records (policy 4700), Surveys of Students (policy  
285 4720), School Volunteers (policy 5015), Registered Sex Offenders (policy 5022), Administering  
286 Medicines to Students (policy 6125), Student Wellness (policy 6140), Free and Reduced Price  
287 Meal Services (policy 6225), Pest Management (policy 9205)

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