

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.

22
23
24
25
26
27
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.
30

31 **A. PARENT COMMUNICATION AND CONFERENCES**
32

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 end
47 of third grade, and (3) instructional support activities for use at home.
48

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.
53

54 **B. PARENTAL NOTIFICATION**

55

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:
64

- 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);
73
- 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 4329/7311, Bullying and Harassing Behavior Prohibited;
- 81 8. policy 1740/4010, Student and Parent Grievance Procedure;
- 82 9. the dates of the system-wide and state-mandated tests that students will be
83 required to take during that school year, how the results from the tests will be
84
85
86
87
88

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

- 133
- 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, and that the school system provides processes for
- 172 resolving discrimination and harassment complaints (see policies
- 173 1710/4020/7230, Discrimination and Harassment Prohibited by Federal Law,
- 174 1720/4030/7235, Title IX Nondiscrimination on the Basis of Sex, and
- 175 1730/4022/7231, Nondiscrimination on the Basis of Disabilities);
- 176
- 176 27. that the school system provides equal access to its facilities, programs, and

- 177 activities to the Boy Scouts and other designated youth groups (see policy
178 1710/4020/7230, Discrimination and Harassment Prohibited by Federal Law); 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).
182

183 **C. OPPORTUNITIES TO WITHHOLD CONSENT/OPT OUT**
184

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:
187

- 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.
217

218 **D. PARENTAL PERMISSION REQUIRED**
219

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: Americans with Disabilities Act, 42 U.S.C. 12101 *et seq.*, 28 C.F.R. pt. 35;
263 Asbestos Hazard Emergency Response Act, 15 U.S.C. 2641, *et seq.*; Boy Scouts of America
264 Equal Access Act, 20 U.S.C. 7905, 34 C.F.R. 108.9; Elementary and Secondary Education Act,

265 as amended, 20 U.S.C. 6301 *et seq.*, 34 C.F.R. pt. 200; Family Educational Rights and Privacy
266 Act, 20 U.S.C. 1232g, 34 C.F.R. pt. 99; Individuals with Disabilities Education Act, 20 U.S.C.
267 1400, *et seq.*; McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431, *et seq.*; National
268 School Lunch Program, 42 U.S.C. 1751 *et seq.*, 7 C.F.R. 210.12-, 7 C.F.R. pt. 245; Protection of
269 Pupil Rights Amendment, 20 U.S.C. 1232h, 34 C.F.R. pt. 98; Rehabilitation Act of 1973, 29
270 U.S.C. 705(20), 794, 34 C.F.R. pt. 104; Title VI of the Civil Rights Act of 1964, 42 U.S.C.
271 2000d *et seq.*, 34 C.F.R. pt. 100; Title IX of the Education Amendments Act of 1972, 20 U.S.C.
272 1681 *et seq.*, 34 C.F.R. pt. 106; 20 U.S.C. 7908; G.S. 90-21.1; 95-28.3; 115C-47(47), -47(51), -
273 47(54), -47(58), -81.25, 81.30, -81.36, -105.41, -109.1, -174.26(d), -307(c), -375.4, -390.2, -
274 391.1, -407.16; **16 N.C.A.C. 6D .0307**; State Board of Education Policies KNEC-002, PRNT-
275 000, TEST-001

276
277 Cross References: Title I Parent and Family Engagement (policy 1320/3560), Discrimination and
278 Harassment Prohibited by Federal Law (policy 1710/4020/7230), Title IX Nondiscrimination on
279 the Basis of Sex (policy 1720/4030/7235), Nondiscrimination on the Basis of Disabilities (policy
280 1730/4022/7231), Student and Parent Grievance Procedure (policy 1740/4010), Technology
281 Responsible Use (policy 3225/4312/7320), Evaluation of Student Progress (policy 3400),
282 Students at Risk of Academic Failure (policy 3405), Class Rankings (policy 3450), Special
283 Education Programs/Rights of Students with Disabilities (policy 3520), Comprehensive Health
284 Education Program (policy 3540), Counseling Program (policy 3610), Homeless Students
285 (policy 4125), Student Insurance Program (policy 4220), Child Abuse and Related Threats to
286 Child Safety (policy 4240/7312), Student Behavior Policies (4300 series), Rules for Use of
287 Seclusion and Restraint in Schools (regulation 4302-R), Bullying and Harassing Behavior
288 Prohibited (policy 4329/7311), Student Fees (policy 4600), Student Records (policy 4700),
289 Surveys of Students (policy 4720), School Volunteers (policy 5015), Registered Sex Offenders
290 (policy 5022), Administering Medicines to Students (policy 6125), Student Wellness (policy
291 6140), Free and Reduced Price Meal Services (policy 6225), Pest Management (policy 9205)

292
293 Adopted: September 21, 2015

294
295 Revised: November 19, 2015; November 21, 2016; June 5, 2017; March 5, 2018; December 17,
296 2018; December 16, 2019; September 21, 2020; February 15, 2021; [DATE]