

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:  
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- 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 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**

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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);  
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 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  
87  
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. a clear and concise explanation of the North Carolina testing and accountability  
102 system that includes all information required by federal law;  
103
- 104 13. a report containing information about the school system and each school,  
105 including, but not limited to:  
106
- 107 a. the following information both in the aggregate and disaggregated by  
108 category: student achievement, graduation rates, performance on other  
109 school quality and/or student success indicators, the progress of students  
110 toward meeting long-term goals established by the state, student  
111 performance on measures of school climate and safety, and, as available,  
112 the rate of enrollment in post-secondary education;  
113
- 114 b. the performance of the school system on academic assessments as  
115 compared to the state as a whole and the performance of each school on  
116 academic assessments as compared to the state and school system as a  
117 whole;  
118
- 119 c. the percentage and number of students who are  
120 i. assessed,  
121 ii. assessed using alternate assessments,  
122 iii. involved in preschool and accelerated coursework programs, and  
123 iv. English learners achieving proficiency;  
124
- 125 d. the per pupil expenditures of federal, state, and local funds; and  
126
- 127 e. teacher qualifications;  
128
- 129 14. the grade ~~awarded to~~ **earned by** the school on the most recent annual report card  
130 issued for it by the State Board of Education if the **grade was** ~~school received a~~  
131 ~~grade of a D or F;~~  
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- 133 15. supportive services available to students, including guidance, counseling, and  
134 health services (see policy 3610, Counseling Program);  
135
- 136 16. information about meningococcal meningitis and influenza, including the causes,  
137 symptoms, and vaccines, how the diseases are spread, and places where parents  
138 and guardians may obtain additional information and vaccinations for their  
139 children;  
140
- 141 17. for parents of students in grades 5 through 12, information about cervical cancer,  
142 cervical dysplasia, and human papillomavirus, including the causes and symptoms  
143 of these diseases, how they are transmitted, how they may be prevented by  
144 vaccination, including the benefits and possible side effects of vaccination, and  
145 places parents and guardians may obtain additional information and vaccinations  
146 for their children;  
147
- 148 18. information about and an application form for free and reduced price meals and/or  
149 free milk (see policy 6225, Free and Reduced Price Meal Services);  
150
- 151 19. information about the school breakfast program;  
152
- 153 20. information about the availability and location of free summer food service  
154 program meals for students when school is not in session;  
155
- 156 21. for parents of children with disabilities, procedural safeguards (see also policy  
157 1730/4022/7231, Nondiscrimination on the Basis of Disabilities);  
158
- 159 22. information on the availability of the asbestos management plan and planned or  
160 in-progress inspections, re-inspections, response actions, and post-response  
161 actions, including periodic re-inspection and surveillance activities;  
162
- 163 23. education rights of homeless students (see policy 4125, Homeless Students);  
164
- 165 24. the content and implementation of the local school wellness policy (see policy  
166 6140, Student Wellness);  
167
- 168 25. that the school system does not discriminate on the basis of race, color, national  
169 origin, sex, disability, or age (see policies 1710/4021/7230, Prohibition Against  
170 Discrimination, Harassment, and Bullying, and 1730/4022/7231,  
171 Nondiscrimination on the Basis of Disabilities);  
172
- 173 26. that the school system provides equal access to its facilities, programs, and  
174 activities to the Boy Scouts and other designated youth groups (see policy  
175 1710/4021/7230, Prohibition Against Discrimination, Harassment, and Bullying);  
176 and

- 177
- 178
- 179 27. the availability of and the process for requesting a waiver or reduction of student
- 180 fees (see policy 4600, Student Fees).

181 **C. OPPORTUNITIES TO WITHHOLD CONSENT/OPT OUT**

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183 As a part of the annual notification described above, parents will be effectively notified

184 that they may opt out of any of the following:

- 185
- 186 1. release of student directory information about their child for school purposes or to
- 187 outside organizations (see policy 4700, Student Records);
- 188
- 189 2. release of their child’s name, address, and telephone listing to military recruiters
- 190 or institutions of higher education (see policy 4700, Student Records);
- 191
- 192 3. their child’s participation in non-Department of Education-funded surveys
- 193 concerning protected topics (see policy 4720, Surveys of Students);
- 194
- 195 4. their child’s participation in any non-emergency, invasive physical examination or
- 196 screening that is (a) required as a condition of attendance; (b) administered and
- 197 scheduled in advance by the school administration; and (c) not necessary to
- 198 protect the immediate health and safety of students;
- 199
- 200 5. the collection, disclosure, or use of their child’s personal information for
- 201 marketing purposes (see policy 4720, Surveys of Students);
- 202
- 203 6. release of their child’s free and reduced-price meal information to State Medicaid
- 204 or State children’s health insurance program (SCHIP); and
- 205
- 206 7. students’ independent access to the Internet, as described in policy
- 207 3225/4312/7320, Technology Responsible Use.
- 208

209 Any parent or legal guardian who wishes to opt out/withhold consent must do so in

210 writing after receiving notice. Otherwise, consent to the programs or activities is

211 presumed. After the annual notification, the school is not required to provide further

212 notice to the parent or legal guardian as to the manner in which student directory

213 information is used, the curriculum is provided, or guidance programs are made

214 available.

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216 **D. PARENTAL PERMISSION REQUIRED**

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218 Written parental permission is required prior to the following activities:

- 219
- 220 1. the administration of medications to students by employees of the school system

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

261 Legal References: Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et*  
262 *seq.*, 34 C.F.R. pt. 200; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, 34 C.F.R.  
263 pt. 99; Protection of Pupil Rights Amendment, 20 U.S.C. 1232h, 34 C.F.R. pt. 98; Individuals  
264 with Disabilities Education Act, 20 U.S.C. 1400, *et seq.*; Asbestos Hazard Emergency Response

265 Act, 15 U.S.C. 2641, *et seq.*; McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431, *et*  
266 *seq.*; 42 U.S.C. 1758, 7 C.F.R. pt. 245; 42 U.S.C. 1758b; National School Lunch Program, 42  
267 U.S.C. 1751 *et seq.*, 7 C.F.R. 210.12; Boy Scouts of America Equal Access Act, 20 U.S.C. 7905,  
268 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),  
269 -81.25(e+), -81.30, -105.41, -109.1, -174.26(d), -307(c), -375.4, -390.2, -391.1, -407.16; State  
270 Board of Education Policies KNEC-002, PRNT-000, TEST-001

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

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