

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.
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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.
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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.
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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.
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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.
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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
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- 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:
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- 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 earned by the school on the most recent annual report card issued for it
130 by the State Board of Education if the grade was a D or F;
131
- 132 15. supportive services available to students, including guidance, counseling, and

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

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

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

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182 As a part of the annual notification described above, parents will be effectively notified
183 that they may opt out of any of the following:

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

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208 Any parent or legal guardian who wishes to opt out/withhold consent must do so in
209 writing after receiving notice. Otherwise, consent to the programs or activities is
210 presumed. After the annual notification, the school is not required to provide further
211 notice to the parent or legal guardian as to the manner in which student directory
212 information is used, the curriculum is provided, or guidance programs are made
213 available.

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215 **D. PARENTAL PERMISSION REQUIRED**

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

- 218
219 1. the administration of medications to students by employees of the school system
220 (see policy 6125, Administering Medicines to Students);

- 221
222 2. the release of student records that are not considered directory information, unless
223 the release is allowed or required by law (see policy 4700, Student Records);
224
225 3. off-campus trips;
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227 4. students' participation in any sport, including interscholastic athletics, or in any
228 other high-impact or high-risk extracurricular activity (see policy 4220, Student
229 Insurance Program);
230
231 5. all decisions or actions as required by the IDEA with regard to providing special
232 education or related services to students with disabilities (see policy 3520, Special
233 Education Programs/Rights of Students with Disabilities);
234
235 6. certain health services, as required by law;
236
237 7. participation in a mental health assessment or mental health services under
238 circumstances prescribed by federal law;
239
240 8. students' participation in programs or services that provide information about
241 where to obtain contraceptives or abortion referral services;
242
243 9. their child's participation in curricula related to (a) prevention of sexually
244 transmitted diseases, including HIV/AIDS; (b) avoidance of out-of-wedlock
245 pregnancy; or (c) reproductive health and safety education, as provided in policy
246 3540, Comprehensive Health Education Program. A copy of the materials that
247 will be used in these curricula will be available in the school media center during
248 the school year and at other times that the media center is available to the public.
249 To meet any review periods required by law, materials also may be made
250 available for review in the central office;
251
252 10. students' participation in surveys funded by the Department of Education that are
253 conducted concerning protected topics (see policy 4720, Surveys of Students);
254 and
255
256 11. disclosure of students' free and reduced price lunch eligibility information or
257 eligibility status.
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259 Legal References: Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et*
260 *seq.*, 34 C.F.R. pt. 200; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, 34 C.F.R.
261 pt. 99; Protection of Pupil Rights Amendment, 20 U.S.C. 1232h, 34 C.F.R. pt. 98; Individuals
262 with Disabilities Education Act, 20 U.S.C. 1400, *et seq.*; Asbestos Hazard Emergency Response
263 Act, 15 U.S.C. 2641, *et seq.*; McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431, *et*
264 *seq.*; 42 U.S.C. 1758, 7 C.F.R. pt. 245; 42 U.S.C. 1758b; National School Lunch Program, 42

265 U.S.C. 1751 *et seq.*, 7 C.F.R. 210.12; Boy Scouts of America Equal Access Act, 20 U.S.C. 7905,
266 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),
267 -81.25, 81.30, **-81.36**, -105.41, -109.1, -174.26(d), -307(c), -375.4, -390.2, -391.1, -407.16; State
268 Board of Education Policies KNEC-002, PRNT-000, TEST-001

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

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