

## **Community Relations**

### **Communications with the Public**

#### **Parent Involvement**

Parent involvement is an important contributor in developing positive educational experiences for their children. In this policy the word “parent” also includes legally appointed guardians. Some parents want to establish home environments to support learning; some parents want to communicate and better understand school programs; some parents want to volunteer to work in classrooms; many parents are interested in how to assist their children at home on learning activities that are coordinated with the children’s classwork; and some parents want to become more involved in parent-teacher organizations and school advisory committees.

The East Granby School System recognizes the involvement parents can offer to the school program. Therefore, all schools, under the leadership of the Principals, will develop opportunities to build strong partnerships with parents because we recognize that parents are crucial to the child’s school success. To that end the Board of Education will engage parents in the process to support the schools.

The implementation of this policy is the responsibility of all District staff.

Legal Reference:        Connecticut General Statutes

10-221 Boards of education to prescribe rule(s), policies, and procedures as amended by PA 97-290.

## **Community Relations**

### **Communication with the Public**

#### **Parent Involvement**

In order to achieve the desired level of parent involvement desired by Board of Education policy on this topic, these regulations guide the development of each school's annual plan designed to foster a cooperative effort among the parents, school and community.

##### **A. Guidelines**

Parent involvement activities developed at each school will include opportunities for:

- volunteering;
- parent education;
- home support for child's education;
- parent participation in school decision-making.

The school system will provide opportunities for professional development and resources for staff and parents/community regarding effective parent involvement practices.

##### **B. Roles and Responsibilities**

###### **1. PARENTS**

It is the responsibility of the parent to:

- actively communicate with school staff;
- be aware of rules and regulations of school;
- take an active role in the child's education by reinforcing, at home, the skills and knowledge the student has learned in school;
- utilize opportunities for participation in school activities;
- The Board of Education will work collaboratively with parents to garner support for the schools.

###### **2. STAFF**

It is the responsibility of the staff to:

- \* develop and implement a school plan for parent involvement;
- \* promote and encourage parent involvement activities;
- \* effectively and actively communicate with all parents about skills, knowledge and attributes that the student is learning in school and suggestions for reinforcement;
- \* attend and participate in parent open houses and other opportunities to communicate student achievement;
- \* publicize and enforce rules and regulations of the schools.

## Community Relations

### Communication with the Public

### Parent Involvement

### Roles and Responsibilities (continued)

#### 3. COMMUNITY

Community members who volunteer in the schools have the responsibility to:

- be aware of and abide by rules and regulations of the school;

#### 4. ADMINISTRATION

It is the responsibility of the administration to:

- \* facilitate and implement the Parent Involvement Policy and Plan;
- \* provide training and space for parent involvement activities;
- \* provide resources to support successful parent involvement practices;
- \* ensure the proper identification of school volunteers.

#### 5. OTHER

- a statement of parental involvement will be included in each school's student handbook.
- during the first month of each school year, all parents will be informed of their right to serve on the School Advisory Committee.
- agendas for each monthly meeting will be developed in concert with any parent issues or concerns.
- parents will be given ample time during the meeting to discuss topics of parental interest.

## **Community Relations**

### **Media of Communication**

### **Parent Involvement**

#### **Parent Portal Acceptable Use and Safety Policy**

The East Granby Public Schools uses a computerized database for student information management. This program has developed a parent portal tool to allow parents/guardians to view the records of their child(ren) via the Internet. East Granby Public Schools will provide parents/guardians of currently enrolled students the privilege of free access to the Parent Portal. Only parents or guardians of students enrolled in the District will be allowed access to the Parent Portal. The District reserves the right to deny or cease access to the Parent Portal due to the abuse of the Portal, court orders, or any other legal proceedings that limit the availability of private educational data.

#### **Purpose**

The District has opened the Parent Portal to enhance communication between the District and parents/guardians. Users of the Parent Portal will have access to the following information about their children:

- Attendance
- Student schedule
- Grade book and assignments

The District reserves the right to add or remove any of the above functions from the Parent Portal at any time.

#### **Use of the Parent Portal**

Access to the Parent Portal on the District's system is a privilege, not a right. Users of the Parent Portal are required to adhere to the following guidelines:

- Users will act in a responsible, legal, and ethical manner.
- Users will not attempt to harm or destroy data, the school, or the District network.
- Users will not attempt to access data or any other account owned by another user.
- Users will not use the Parent Portal for any illegal activity, including violation of data privacy laws.
- Users who identify a security problem with the Parent Portal must notify the District's Technology Department/Central Office Administration immediately without demonstrating the problem to someone else.
- Users will not share their password with anyone, including their own children.

## **Community Relations**

### **Media of Communication**

### **Parent Involvement**

#### **Parent Portal Acceptable use and Safety Policy**

- Users will not set their own computer to automatically login to the Parent Portal.
- Users identified as a security risk to the Parent Portal or District's network will be denied access to the Parent Portal.

Anyone found to be in violation of these laws may be subject to civil and/or criminal prosecution.

Legal Reference: Connecticut General Statutes

10-15b Access of parent or guardians to student's records.

11-8a Retention, destruction and transfer of documents

11-8b Transfer or disposal of public records. State Library Board to adopt regulations.

46b-56(e) Access to Records of Minors. Connecticut Public Records Administration Schedule V – Disposition of Education Records (Revised 1983).

Federal Statutes

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C. 1232g.).

Dept. of Education 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Education Provisions Act (20 U.S.C. 1232g) parent and student privacy and other rights with respect to educational records, as amended 11/21/96.

Policy adopted: February 28, 2011

**EAST GRANBY PUBLIC SCHOOLS**  
East Granby, Connecticut