

The board recognizes the critical role of parents in the education of their children and in the schools. The board directs school administrators to develop programs that will promote and support parental involvement in student learning and achievement at school and at home and encourage successful progress toward graduation. Each parent is encouraged to learn about the educational program, the educational goals and objectives of the school system, and his or her own child's progress. The board also encourages parents to participate in their children's education and in activities designed by school personnel to involve them, such as parent conferences, in order to encourage foster effective teacher and parent communication. Parents are responsible for cooperating with school employees to facilitate their children's compliance with board policies concerning homework, school attendance, and behavior.

For purposes of this policy, "parent" includes parents, legal guardians, and legal custodians of students who are under 18 years old and who have not been emancipated.

#### A. PARENTAL INVOLVEMENT PLANS

##### 1. Parental Involvement Plan as Part of the School Improvement Plan

The board directs each principal ~~or designee~~ to ensure that the school improvement team develops a plan for the school's parental involvement program plan as a part of the school improvement plan. The principal shall publicize drafts of the parental involvement plan prior to finalization and solicit input from parents of students in the school. This plan must include, at a minimum, efforts ~~that meet the requirements established in this policy. In addition, the plan must include ways~~ to enhance parental involvement by promoting in the following ~~areas~~ priorities:

1. regular, meaningful two-way communication between home and school;
2. ~~promotion of~~ responsible parenting;
3. involvement of parents ~~and guardians~~ in student learning;
4. ~~promotion of parental~~ volunteering in the school;
5. involvement of parents ~~and guardians~~ in school decisions that affect children and families;
6. parental training based on parents' informational needs;
7. ~~community~~ collaboration with community agencies and other organizations to provide resources to strengthen school programs, families, and student learning; and
8. ~~promotion of~~ student health awareness among parents by addressing the need for health programs and student health services, which are linked to student learning.

**2. Title I Parent and Family Engagement Plan**

Each school participating in the Title I program must develop, with parents and family members, a school-level written parent and family engagement plan that involves parents in the planning and improvement of Title I activities and describes the means for carrying out school-level policy, sharing responsibility for student academic achievement, building the capacity of school staff and parents for involvement, and increasing accessibility for participation of all parents and family members of children participating in Title I programs. See policy 1320/3560, Title I Parent and Family Engagement.

**3. Parental Involvement Component of a School Plan for Managing Student Behavior**

Each school's plan for managing student behavior should include parental involvement strategies that address when parents will be notified or involved in issues related to their child's behavior. See policy 4302, School Plan for Management of Student Behavior.

~~This policy applies to the parents, legal guardians, and legal custodians of students who are under 18 years old and are not married.~~

**B. POSITIVE CONTACTS WITH PARENTS**

Each school will develop plans to make a positive contact with every parent by the end of the first 20 days of school. Efforts for contact will be made on a county-wide basis. Suggested methods of contact include:

1. back-to-school night prior to the opening day;
2. individual parent-teacher conferences;
3. open house, P.T.O., by the end of the first 10 days of school;
4. telephone contact by the classroom teachers;
5. personal letters sent by classroom teachers; and
6. other electronic methods.

In addition, each school will encourage parent visitation throughout the school year and each teacher will continue a planned program of positive contacts. School newsletters, student newspapers and other resources that communicate information about the schools should be encouraged in each school.



---

**C.PARENT COMMUNICATION, PARTICIPATION, AND CONFERENCES****1. Communication with Parents**

The board encourages school personnel to have regular contact with parents for informational purposes ~~commendation~~ as well as for commendation of students and notification of concerns. School personnel shall communicate with parents about student behavior issues in accordance with requirements of policy 4341, Parental Involvement in Student Behavior Issues, and about student attendance as described in policy 4400, Attendance. In addition, parents will be notified promptly if school personnel suspect that a criminal offense has been committed against the parent's child, unless notification would impede an investigation by law enforcement or the child welfare agency.

~~Principals or designees shall plan for periodic communication with parents. The principal must effectively communicate to parents the manner in which textbooks are used to implement the school's curricular objectives. Any parent interested in learning more about their child's course of study or the source of any supplementary instructional materials should contact the principal for more information. If a parent would like to inspect and review particular instructional materials, the parent should make such a request in accordance with policy 3210, Parental Inspection of and Objection to Instructional Materials.~~

The principal also shall ensure that information about the nature and purpose of all clubs and activities, curricular and extracurricular, offered at the school is available at the school's main office. Any parent who would like information about such clubs or activities should contact the school's main office. ~~Teachers are responsible for scheduling conference with parents.~~

~~The board encourages school personnel to have regular contact with parents for commendation as well as for notification of concerns. Principals or designees shall plan for periodic communication with parents. Teachers are responsible for scheduling conferences with parents.~~

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

The principal or designee shall provide the parent of each student in kindergarten, first, or second grade with written notification of the student's reading progress. The notice will be provided three times a year, following each benchmark assessment and will include: (1) assessment results, (2) whether the child may not reach reading proficiency by the end of third grade, and (3) instructional support activities for use at home.



## 2. Parent Participation at Schools

The board encourages parents to engage in activities in their children's schools. Parents are welcome to visit schools in accordance with policy 5020, Visitors to the Schools, and, if interested, are urged to participate in school volunteer programs as described in policy 5015, School Volunteers. In addition, opportunities exist for parents to participate on school advisory councils, such as the school health advisory council (see policy 6140, Student Wellness), school improvement teams (see policy 3430, School Improvement Plan), school media and technology advisory committees (see policy 3200, Selection of Instructional Materials), and the business advisory council (see policy 2670, Business Advisory Council).

## 3. Conferences

Teachers are responsible for scheduling conferences or meetings with parents. The board encourages the superintendent to work with local business leaders, including the local chambers of commerce, to encourage employers to adopt as part of their stated personnel policies time for employees who are parents or guardians to attend conferences with their child's teachers.

# B. D. PARENTAL NOTIFICATION

## 1. Title I Notifications

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

## 2. Parent Guide for Student Achievement

Each year, the superintendent or designee shall create a parent guide for student achievement that meets the requirements of state law and the State Board of Education. All parents will receive a written copy of the guide, and information in the guide will be discussed at the beginning of each school year in meetings of students, parents, and teachers.

At a minimum the guide will include the following:

- a. information for parents regarding the following as it pertains to their child: (1) requirements for promotion to the next grade, including the requirements of the North Carolina Read to Achieve Program as set forth in Part 1A of Article 8 of Chapter 115C; (2) the course of study, textbooks, and other supplementary instructional materials and policy 3210, Parental Inspection of and Objection to



Instructional Materials, which provides for the inspection and review of those materials; (3) the child's progress toward achieving State and unit expectations for academic proficiency, including policies for student assessment, and the child's assessment results, report cards, and progress reports; (4) qualifications of the child's teachers, including licensure status; and (5) school entry requirements, including required immunizations;

- b. parental actions that can do the following: (1) strengthen the child's academic progress, especially in the area of reading as provided in the North Carolina Read to Achieve Program; (2) strengthen the child's citizenship, especially social skills and respect for others; (3) strengthen the child's realization of high expectations and setting lifelong learning goals; and (4) place a strong emphasis on the communication between the school and the home.
- c. services available for parents and their children, such as family literacy services; mentoring, tutoring, and other academic reinforcement programs; after-school programs; and college planning, academic advisement, and student counseling services (see policy 3610, Counseling Program);
- d. opportunities for parental participation, such as parenting classes, adult education, school advisory councils, and school volunteer programs;
- e. opportunities for parents to learn about rigorous academic programs that may be available for their child, such as honors programs, Career and College Promise and other dual enrollment opportunities, advanced placement, Advanced International Certificate of Education (AICE) courses, International Baccalaureate, North Carolina Virtual High School courses, and accelerated access to postsecondary education;
- f. educational choices available to parents, including each type of public school unit available to residents of the county in which the child lives and nonpublic school options, educational choice options offered within the school system, and programs for scholarship grants for nonpublic schools (Part 2A of Article 39 of Chapter 115C) and for personal education student accounts for students with disabilities (Article 41 of Chapter 115C);
- g. rights of students who have been identified as students with disabilities, as provided in Article 9 of Chapter 115C;
- h. contact information for school and unit offices;
- i. resources for information on the importance of student health and other available resources for parents, including the following information on available immunizations and vaccinations: (1) a recommended immunization schedule in accordance with the United States Centers for Disease Control and



Prevention recommendations; and (2) information about meningococcal meningitis and influenza, including the causes, symptoms, and vaccines, how the diseases are spread, and places where parents and guardians may obtain additional information and vaccinations for their children as required by G.S. 115C-375.4; and

i. this policy (policy 1310/4002, Parental Involvement); policy 1320/3560, Title I Parent and Family Engagement; policy 2670, Business Advisory Council; policy 3210, Parental Inspection of and Objection to Instructional Materials; policy 3430, School Improvement Plan; policy 3540, Comprehensive Health Education Program; policy 4400, Attendance; policy 5015, School Volunteers; policy 5020, Visitors to the Schools; and policy 6140, Student Wellness.

### 3. Additional Annual Notifications

In addition, annually every The building principal or designee shall ~~effectively~~ annually notify parents of the following information to the extent that it has not already been provided to parents as part of the parent guide for student achievement:

1. parental rights related to student records (see policy 4700, Student Records);
2. parental rights related to student surveys (see policy 4720, Surveys of Students);
3. the approximate dates of any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance, (b) administered and scheduled in advance by the school administration, and (c) not necessary to protect the immediate health and safety of students;
4. the schedule of pesticide use on school property and their right to request notification of nonscheduled pesticide use (see policy 9205, Pest Management);
5. student behavior policies, the Code of Student Conduct, and school standards and rules (see policies in the 4300 series);
6. the permissible use of seclusion and restraint in the schools (see regulation 4302-R, Rules for Use of Seclusion and Restraint in Schools);
7. policy 4329/7311, Bullying and Harassing Behavior;
8. policy 1740/4010, Student and Parent Grievance Procedure;
9. the dates of the system-wide and state-mandated tests that students will be required to take during that school year, how the results from the tests will be used, and whether each test is required by the State Board of Education or by the local board;



10. grading practices that will be followed at the school and, for parents of high school students, the method of computing the grade point averages that will be used for determining class rank (see policies 3400, Evaluation of Student Progress, and 3450, Class Rankings);

11. available opportunities and the enrollment process for students to take advanced courses and information explaining the value of taking advanced courses;

12. if applicable, that their child will be provided advanced learning opportunities in mathematics or will be placed in an advanced mathematics course;

13. a clear and concise explanation of the North Carolina testing and accountability system that includes all information required by federal law;

14. a report containing information about the school system and each school, including, but not limited to:

a. the following information both in the aggregate and disaggregated by category: student achievement; graduation rates; performance on other school quality and/or student success indicators; the progress of students toward meeting long-term goals established by the state; student performance on measures of school climate and safety; and, as available, the rate of enrollment in post-secondary education;

b. the performance of the school system on academic assessments as compared to the state as a whole and the performance of each school on academic assessments as compared to the state and school system as a whole;

c. the percentage and number of students who are:

i. assessed,

ii. assessed using alternate assessments,

iii. involved in preschool and accelerated coursework programs, and

iv. English learners achieving proficiency;

d. the per pupil expenditures of federal, state, and local funds; and

e. teacher qualifications.

15. the grade earned by the school on the most recent annual report card issued for it by the State Board of Education if the grade was a D or F;

16. supportive services available to students, including ~~guidance, counseling, and health services (see policy 3610, Counseling Program);~~

~~17. information about meningococcal meningitis and influenza, including the causes, symptoms, and vaccines, how the diseases are spread, and places where parents and guardians may obtain additional information and vaccinations for their children;~~

17. for parents of students in grades 5 through 12, information about cervical cancer, cervical dysplasia, and human papillomavirus, including the causes and symptoms of these diseases, how they are transmitted, how they may be prevented by vaccination, including the benefits and possible side effects of vaccination, and places parents and guardians may obtain additional information and vaccinations for their children;

18. how to reach school officials in emergency situations during non-school hours;

19. information about and an application form for free and reduced price meals and/or free milk (see policy 6225, Free and Reduced Price Meal Services);

20. information about the school breakfast program;

21. information about the availability and location of free summer food service program meals for students when school is not in session;

22. for parents of children with disabilities, procedural safeguards (see also policy 1730/4022/7231, Nondiscrimination on the Basis of Disabilities);

23. information on the availability of the asbestos management plan and planned or in-progress inspections, re-inspections, response actions, and post-response actions, including periodic re-inspection and surveillance activities;

24. education rights of homeless students (see policy 4125, Homeless Students);

25. the content and implementation of the local school wellness policy (see policy 6140, Student Wellness);

26. their right to take four hours of unpaid leave from their jobs every year in order to volunteer in their child's school as stated in [G.S. 95-28.3](#) (see policy 5015, School Volunteers);

27. that the school system does not discriminate on the basis of race, color, national origin, sex, disability, or age, and that the school system provides processes for resolving discrimination and harassment complaints (see policies 1710/4020/7230, Discrimination and Harassment Prohibited by Federal Law, 1720/4030/7235, Title IX Nondiscrimination on the Basis of Sex, and 1730/4022/7231, Nondiscrimination on the Basis of Disabilities)



28. that the school system provides equal access to its facilities, programs, and activities to the Boy Scouts and other designated youth groups (see policy 1710/4021/7230, Discrimination and Harassment Prohibited by Federal Law; and

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

#### **D. Opportunities to Withhold Consent/Opt Out**

##### **4. Opportunities to Withhold Consent/Opt Out Notifications**

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

1. release of student directory information about their child for school purposes or to outside organizations (see policy 4700, Student Records);

2. release of their child's name, address, and telephone listing to military recruiters or institutions of higher education (see policy 4700, Student Records);

3. their child's participation in curricula related to (a) prevention of sexually transmitted diseases, including HIV/AIDS; (b) avoidance of out-of-wedlock pregnancy; or (c) reproductive health and safety education, as provided in policy 3540, Comprehensive Health Education Program. A copy of the materials that will be used in these curricula will be available in the school media center during the school year and at other times that the media center is available to the public. To meet any review periods required by law, materials also may be made available for review in the central office;

4. their child's participation in academic or career guidance or personal or social counseling services of a generic nature offered to groups of students (e.g., peer relations strategies offered to all sixth graders). However, parental notification and permission are not required for: (a) short-duration academic, career, personal, or social guidance and counseling and crisis intervention that is needed to maintain order, discipline, or a productive learning environment; (b) student-initiated individual or group counseling targeted at a student's specific concerns or needs; and (c) counseling if child abuse or neglect is suspected (see policies 3610, Counseling Program, and 4240/7312, Child Abuse and Related Threats to Child Safety);

~~5. their child's participation in non-Department of Education-funded surveys concerning protected topics (see policy 4720, Surveys of Students);~~

5. their child's participation in any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance; (b) administered and

scheduled in advance by the school administration; and (c) not necessary to protect the immediate health and safety of students;

6. the collection, disclosure, or use of their child's personal information for marketing purposes (see policy 4720, Surveys of Students); and

7. release of their child's free and reduced-price meal information to State Medicaid or State children's health insurance program (SCHIP).

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

### **E. Parental Permission Required**

Written parental permission is required prior to the following activities:

1. the administration of medications to students by employees of the school system (see policy 6125, Administering Medicines to Students);
2. the release of student records that are not considered directory information, unless the release is allowed or required by law (see policy 4700, Student Records);
3. off-campus trips;
4. students' participation in high-impact or high-risk sports or extracurricular activities, such as football or mountain climbing (see policy 4220, Student Insurance Program);
5. all decisions or actions as required by the IDEA with regard to providing special education or related services to students with disabilities (see policy 3520, Special Education Programs/Rights of Students with Disabilities);
6. certain health services, as required by law;
7. participation in a mental health assessment or mental health services under circumstances prescribed by federal law;
8. students' participation in programs or services that provide information about where to obtain contraceptives or abortion referral services;



9. students' participation in surveys ~~funded by the Department of Education~~ that are conducted concerning protected topics (see policy 4720, Surveys of Students);
10. disclosure of students' free and reduced price lunch eligibility information or eligibility status; and
11. students' access to the Internet, as described in policy 3225/4312/7320, Technology Responsible Use.

## F. PROCEDURES FOR PARENTAL INVOLVEMENT IN STUDENT HEALTH

### 1. Parent Notifications Regarding Student Physical and Mental Health

At the beginning of each school year, the principal or designee shall notify parents of (1) each health care service offered at their children's schools and the means for parents to provide consent for any specific services; (2) acknowledgement that consenting to a health care service does not waive the parents' right to access their children's educational records or health records or to be notified of changes in their children's services or monitoring; and (3) the procedures to exercise the parental remedies for concerns related to student health provided by G.S. 115C-76.60 and described below in subsection F.6

Before any student well-being questionnaire or health screening form is administered to students in kindergarten through third grade, the principal or designee shall provide parents with a copy of the questionnaire or form and shall inform parents of the means for parents to consent to the use of the questionnaire or form for their children.

The principal or designee shall notify parents of changes in services or monitoring related to their children's mental, emotional, or physical health or well-being and the school's ability to provide a safe and supportive learning environment for their children prior to or contemporaneously with the changes being made. In addition, the principal or designee shall notify parents before any changes are made to the names or pronouns used for their children in school records or by school personnel.

No school system policy, procedure, or form will expressly or otherwise prohibit school employees from notifying parents about their children's mental, emotional, or physical health or well-being or a change in related services or monitoring, nor will any school system policy, procedure, or form intentionally encourage or be designed in a manner that is reasonably likely to have the effect of encouraging any children to withhold from their parents information about their mental, emotional, or physical health or well-being or a change in related services or monitoring. School personnel shall not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.



2. Discussions Related to Student Well-Being

In accordance with the rights of parents provided in Chapter 114A of the General Statutes, when issues of a student's well-being arise, school personnel shall encourage the student to discuss the issues with his or her parent. As appropriate, school personnel may facilitate discussions of such issues with parents.

3. Parent Access to Student Records

Parents will not be prohibited from accessing any of their children's education and health records created, maintained, or used by the school system, except as permitted by law. See policy 4700, Student Records.

4. Student Support Services Training

Student support services training developed or provided by the school system to school personnel will adhere to student services guidelines, standards, and frameworks established by the Department of Public Instruction.

5. Instruction on Gender Identity, Sexual Activity, and Sexuality

Instruction on gender identity, sexual activity, or sexuality will not be included in the curriculum provided in kindergarten through fourth grade, regardless of whether the information is provided by school personnel or third parties. For purposes of this subsection, curriculum includes the standard course of study and support materials, locally developed curriculum, supplemental instruction, and textbooks and other supplementary materials, but does not include responses to student-initiated questions.

6. Remedies for Parental Concerns Related to Student Health

If a parent has a concern about the school or school system's procedure or practice under Part 4 of Article 7B of Chapter 115C, as described here in Section F of this policy, the parent should submit the concern in writing to the principal. The principal shall schedule and hold a meeting with the parent within five days after the concern was submitted. The principal shall conduct any necessary investigation. If possible, the principal should resolve the concern within seven days after the concern was submitted. If the principal cannot resolve the concern within seven days, the principal shall immediately notify the superintendent or designee. The superintendent or designee shall assist, as needed, in resolving the concern.

If the concern has not been resolved within 15 days after the parent initially submitted the concern, the superintendent or designee shall schedule a board hearing to be conducted pursuant to policy 2500, Hearings Before the Board, to occur within the next



15 days. If the concern is not resolved 30 days after the parent initially submitted the concern, the board will provide a statement of the reasons for not resolving the concern.

If the concern is not resolved within 30 days of initial submission, the parent has the right to pursue additional remedies as provided in G.S. 115C-76.60(b).

#### G. PARENT REQUESTS FOR INFORMATION

A parent may request in writing from the principal any of the information the parent has the right to access under Part 3 of Article 7B of Chapter 115C. The principal, within 10 business days, shall either provide the requested information to the parent or provide an extension notice to the parent that, due to the volume or complexity of the request, the information will be provided no later than 20 business days from the date of the parental request. If the principal (1) denies or fails to respond to the request for information within 10 business days or (2) fails to provide information within 20 business days following an extension notice, the parent may then submit the written request for information to the superintendent, along with a statement specifying the time frame of the denial or failure to provide information by the principal. If the superintendent denies or does not respond to the request for information within 10 business days, the parent may appeal the denial or lack of response to the board no later than 20 business days from the date of the request to the superintendent. The board will place the parent's appeal on the agenda for the next board meeting occurring more than three business days after submission of the appeal. The information in this Section G will be posted on the school system's website along with the list of parents' legal rights for their child's education as described in G.S. 115C-76.25.76

#### H. COMMUNITY SERVICES AVAILABLE

A variety of community services are available to provide parents and families of students in the school system with needed information, support, and resources. Parents are encouraged to utilize applicable community services such as the following:

<https://www.lee.k12.nc.us/Domain/4712>

#### I. REPORTING REQUIREMENTS

By September 15 of each year, the superintendent or designee shall report to the State Board of Education parental involvement information as required by G.S. 115C-76.70.



Legal References: Americans with Disabilities Act, [42 U.S.C. 12101 et seq.](#), [28 C.F.R. pt. 35](#); Asbestos Hazard Emergency Response Act, [15 U.S.C. 2641, et seq.](#); Boy Scouts of America Equal Access Act, [20 U.S.C. 7905](#), [34 C.F.R. 108.9](#); Elementary and Secondary Education Act, as amended, [20 U.S.C. 6301 et seq.](#), [34 C.F.R. pt. 200](#); Family Educational Rights and Privacy Act, [20 U.S.C. 1232g](#), [34 C.F.R. pt. 99](#); Individuals with Disabilities Education Act, [20 U.S.C. 1400, et seq.](#); McKinney-Vento Homeless Assistance Act, [42 U.S.C. 11431, et seq.](#); National School Lunch Program, [42 U.S.C. 1751 et seq.](#), [7 C.F.R. 210.12](#), [7 C.F.R. pt. 245](#); Protection of Pupil Rights Amendment, [20 U.S.C. 1232h](#), [34 C.F.R. pt. 98](#); Rehabilitation Act of 1973, [29 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. 2000d et seq.](#), [34 C.F.R. pt. 100](#); Title IX of the Education Amendments Act of 1972, [20 U.S.C. 1681 et seq.](#), [34 C.F.R. pt. 106](#); [20 U.S.C. 7908](#); [G.S. 90-21.1;-21.10B](#); [95-28.3](#); [114A-10](#); [115C-47\(47\)](#), [-47\(51\)](#), [-47\(54\)](#), [-47\(58\)](#), [-76.1](#), [-76.20](#), [-76.25](#), [-76.30](#), [-76.35](#), [-76.40](#), [-76.45](#), [-76.50](#), [-76.55](#), [-76.60](#), [-76.65](#), [-76.70](#), [-881.25](#), [-81.30](#), [-81.36](#), [-105.41](#), [-109.1](#), [-174.26\(d\)](#), [-307\(c\)](#), [-375.4](#), [-390.2](#), [-391.1](#), [402.15](#), [407.16](#); [16 N.C.A.C. 6D. 0307](#); State Board of Education Policies [KNEC-002](#), [PRNT-000](#), [TEST-001](#)

Cross References: Title I Parent and Family Engagement (policy 1320/3560); Discrimination and Harassment Prohibited by Federal Law (policy 1710/4020/7230), Title IX Nondiscrimination on the Basis of Sex (policy 1720/4030/7235), Nondiscrimination on the Basis of Disabilities (policy 1730/4022/7231), Student and Parent Grievance Procedure (policy 1740/4010), [Hearings Before the Board \(policy 2500\)](#), [Business Advisory Council \(policy 2670\)](#), [Selection of Instructional Materials \(policy 3200\)](#), [Parental Inspection of and Objection to Instructional Materials \(policy 3210\)](#), Technology Responsible Use (policy 3225/4312/7320), Evaluation of Student Progress (policy 3400), Students at Risk of Academic Failure (policy 3405), [School Improvement Plan, \(policy 3430\)](#), Class Rankings (policy 3450), Special Education Programs/Rights of Students with Disabilities (policy 3520), Comprehensive Health Education Program (policy 3540), Counseling Program (policy 3610), Homeless Students (policy 4125), Student Insurance Program (policy 4220), Child Abuse and Related Threats to Child Safety (policy 4240/7312), Student Behavior Policies (4300 series), Rules for Use of Seclusion and Restraint in Schools (regulation 4302-R), Bullying and Harassing Behavior Prohibited (policy 4329/7311), [Parental Involvement in Student Behavior Issues \(policy 4341\)](#), [Attendance \(policy 4400\)](#), Student Fees (policy 4600), Student Records (policy 4700), Surveys of Students (policy 4720), School Volunteers (policy 5015), [Visitors to the Schools \(policy 5020\)](#), Registered Sex Offenders (policy 5022), [Student Health Services \(policy 6120\)](#), Administering Medicines to Students (policy 6125), Student Wellness (policy 6140), Free and Reduced Price Meal Services (policy 6225), Pest Management (policy 9205)

Issued: May 11, 1992

Revised: February 21, 2000; October 9, 2000; March 10, 2003; January 9, 2007; February 11, 2008; February 10, 2009; November 10, 2009; June 30, 2010; January 11, 2011; April 17 2012; September 27, 2012; December 11, 2012; June 11, 2013; December 10, 2013; December 9, 2014;



December 8, 2015; December 13, 2016; June 13, 2017; November 27, 2018; June 9, 2020; December 8, 2020; May 11, 2021; December 14, 2021

## PARENTAL INVOLVEMENT

Policy Code: 1310/4002

The board recognizes the critical role of parents in the education of their children and in the schools. The board directs school administrators to develop programs that will promote and support parental involvement in student learning and achievement at school and at home and encourage successful progress toward graduation. Each parent is encouraged to learn about the educational program, the educational goals and objectives of the school system, and his or her own child's progress. The board also encourages parents to participate in their children's education and in activities designed by school personnel to involve them, such as parent conferences, in order to encourage foster effective teacher and parent communication. Parents are responsible for cooperating with school employees to facilitate their children's compliance with board policies concerning homework, school attendance, and behavior.

**Commented [JW1]:** This list may be modified to include additional parental responsibilities, including, e.g., by adding a section titled "Parental Responsibilities"

For purposes of this policy, "parent" includes parents, legal guardians, and legal custodians of students who are under 18 years old and who have not been emancipated.

### A. PARENTAL INVOLVEMENT PLANS

#### 1. Parental Involvement Plan as Part of the School Improvement Plan

The board directs each principal ~~or designee~~ to ensure that the school improvement team develops a plan for the school's parental involvement program plan as a part of the school improvement plan. The principal shall publicize drafts of the parental involvement plan prior to finalization and solicit input from parents of students in the school. This plan must include, at a minimum, efforts that meet the requirements established in this policy. In addition, the plan must include ways to enhance parental involvement by promoting in the following areas/priorities:

**Commented [JW2]:** This process may be modified, so long as parents have opportunities to be involved in the development, implementation, and evaluation of the parent involvement program

- a. regular, meaningful, two-way communication between home and school;
- b. ~~promotion of~~ responsible parenting;
- c. involvement of parents ~~and guardians~~ in student learning;
- d. ~~promotion of parental~~ volunteering in the school;
- e. involvement of parents ~~and guardians~~ in school decisions that affect children and families;
- f. parental training based on parents' informational needs;
- g. ~~community~~ collaboration with community agencies and other organizations to provide resources to strengthen school programs, families, and student learning; and



- h. ~~promotion of student health awareness among parents by addressing the need for health programs and student health services, which are linked to student learning.~~

2. Title I Parent and Family Engagement Plan

~~Each school participating in the Title I program must develop, with parents and family members, a school-level written parent and family engagement plan that involves parents in the planning and improvement of Title I activities and describes the means for carrying out school-level policy, sharing responsibility for student academic achievement, building the capacity of school staff and parents for involvement, and increasing accessibility for participation of all parents and family members of children participating in Title I programs. See in accordance with policy 1320/3560, Title I Parent and Family Engagement.~~

**Commented [MM3]:** It is not necessary to include this detail here, as it is covered in NCSBA policy 1320. Please review your policy manual to confirm policy 1320 has already been adopted. If it has not, we recommend considering that policy for adoption.

3. Parental Involvement Component of a School Plan for Managing Student Behavior

~~Each school's plan for managing student behavior should include parental involvement strategies that address when parents will be notified or involved in issues related to their child's behavior. See in accordance with policy 4302, School Plan for Management of Student Behavior.~~

~~This policy applies to the parents, legal guardians, and legal custodians of students who are under 18 years old and are not married.~~

**A.B. PARENT COMMUNICATION, PARTICIPATION, AND CONFERENCES**

1. Communication with Parents

~~The board encourages school personnel to have regular contact with parents for informational purposes commendation as well as for commendation of students and notification of concerns. School personnel shall communicate with parents about student behavior issues in accordance with requirements of policy 4341, Parental Involvement in Student Behavior Issues, and about student attendance as described in policy 4400, Attendance. In addition, parents will be notified promptly if school personnel suspect that a criminal offense has been committed against the parent's child, unless notification would impede an investigation by law enforcement or the child welfare agency.~~

**Commented [MM4]:** We recommend reviewing your policy manual to confirm that Policy 4341 has already been adopted. If it has not, we recommend considering that policy for adoption.

~~Principals or designees shall plan for periodic communication with parents. The principal must effectively communicate to parents the manner in which textbooks are used to implement the school's curricular objectives. Any parent interested in learning more about their child's course of study or the source of any supplementary instructional materials should contact the principal for more information. If a parent would like to inspect and review particular instructional materials, the parent should make such a request in accordance with policy 3210, Parental Inspection of and Objection to Instructional Materials.~~

The principal also shall ensure that information about the nature and purpose of all clubs and activities, curricular and extracurricular, offered at the school is available at the school's main office. Any parent who would like information about such clubs or activities should contact the school's main office. Teachers are responsible for scheduling conferences with parents.

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

The principal or designee shall provide the parent of each student in kindergarten, first, or second grade with written notification of the student's reading progress. The notice will be provided three times a year, following each benchmark assessment and will include: (1) assessment results, (2) whether the child may not reach reading proficiency by the end of third grade, and (3) instructional support activities for use at home.

## 2. Parent Participation at Schools

The board encourages parents to engage in activities in their children's schools. Parents are welcome to visit schools in accordance with policy 5020, Visitors to the Schools, and, if interested, are urged to participate in school volunteer programs as described in policy 5015, School Volunteers. In addition, opportunities exist for parents to participate on school advisory councils, such as the school health advisory council (see policy 6140, Student Wellness), school improvement teams (see policy 3430, School Improvement Plan), school media and technology advisory committees (see policy 3200, Selection of Instructional Materials), and the business advisory council (see policy 2670, Business Advisory Council).

## 3. Conferences

Teachers are responsible for scheduling conferences or meetings with parents. The board encourages the superintendent to work with local business leaders, including the local chambers of commerce, to encourage employers to adopt, as part of their stated personnel policies, time for employees who are parents or guardians to attend conferences with their child's teachers.

# **B.C. PARENTAL NOTIFICATION**

## 1. Title I Notifications

Each principal or designee of a Title I school shall effectively notify parents of all parental rights and other required information regarding Title I schools and programs, in accordance with federal law. Parents of students in Title I schools



shall receive a copy of the system-wide Title I parent and family engagement policy (policy 1320/3560) and the school-wide parent involvement plan.

## 2. Parent Guide for Student Achievement

Each year, the superintendent or designee shall create a parent guide for student achievement that meets the requirements of state law and the State Board of Education. All parents will receive a written copy of the guide, and information in the guide will be discussed at the beginning of each school year in meetings of students, parents, and teachers.

At a minimum the guide will include the following:

- a. information for parents regarding the following as it pertains to their child:  
(1) requirements for promotion to the next grade, including the requirements of the North Carolina Read to Achieve Program as set forth in Part 1A of Article 8 of Chapter 115C; (2) the course of study, textbooks, and other supplementary instructional materials and policy 3210, Parental Inspection of and Objection to Instructional Materials, which provides for the inspection and review of those materials; (3) the child's progress toward achieving State and unit expectations for academic proficiency, including policies for student assessment, and the child's assessment results, report cards, and progress reports; (4) qualifications of the child's teachers, including licensure status; and (5) school entry requirements, including required immunizations;
- b. parental actions that can do the following: (1) strengthen the child's academic progress, especially in the area of reading as provided in the North Carolina Read to Achieve Program; (2) strengthen the child's citizenship, especially social skills and respect for others; (3) strengthen the child's realization of high expectations and setting lifelong learning goals; and (4) place a strong emphasis on the communication between the school and the home;
- c. services available for parents and their children, such as family literacy services; mentoring, tutoring, and other academic reinforcement programs; after-school programs; and college planning, academic advisement, and student counseling services (see policy 3610, Counseling Program);
- d. opportunities for parental participation, such as parenting classes, adult education, school advisory councils, and school volunteer programs;
- e. opportunities for parents to learn about rigorous academic programs that may be available for their child, such as honors programs, Career and College Promise and other dual enrollment opportunities, advanced placement, Advanced International Certificate of Education (AICE)

**Commented [JW5]:** This section reflects new legal requirements to develop and provide a "Parent Guide to Student Achievement" created by SB 49, Session Law 2023-106 (see G.S. 115C-76.30, on Page 4 and 5 of SB 49). However, boards are not required to address the requirements in policy. For example, subsections (a) through (j) simply restate the minimum requirements in G.S. 115C-76.30. Furthermore, the SBE is responsible for developing minimum requirements for the parent guide to include the minimum requirements in statute. The SBE has not developed those requirements as of the writing of this comment.

Boards may choose to keep or omit this entire section, or omit the list of minimum requirements in (a) through (j), at their discretion.

courses, International Baccalaureate, North Carolina Virtual High School courses, and accelerated access to postsecondary education;

- f. educational choices available to parents, including each type of public school unit available to residents of the county in which the child lives and nonpublic school options, educational choice options offered within the school system, and programs for scholarship grants for nonpublic schools (Part 2A of Article 39 of Chapter 115C) and for personal education student accounts for students with disabilities (Article 41 of Chapter 115C);
- g. rights of students who have been identified as students with disabilities, as provided in Article 9 of Chapter 115C;
- h. contact information for school and unit offices;
- i. resources for information on the importance of student health and other available resources for parents, including the following information on available immunizations and vaccinations: (1) a recommended immunization schedule in accordance with the United States Centers for Disease Control and Prevention recommendations; and (2) information about meningococcal meningitis and influenza, including the causes, symptoms, and vaccines, how the diseases are spread, and places where parents and guardians may obtain additional information and vaccinations for their children as required by G.S. 115C-375.4; and
- j. this policy (policy 1310/4002, Parental Involvement); policy 1320/3560, Title I Parent and Family Engagement; policy 2670, Business Advisory Council; policy 3210, Parental Inspection of and Objection to Instructional Materials; policy 3430, School Improvement Plan; policy 3540, Comprehensive Health Education Program; policy 4400, Attendance; policy 5015, School Volunteers; policy 5020, Visitors to the Schools; and policy 6140, Student Wellness.

### 3. Additional Annual Notifications

In addition, ~~annually every~~ The building principal or designee shall ~~effectively~~ annually notify parents of the following information to the extent that it has not already been provided to parents as part of the parent guide for student achievement:

- a. parental rights related to student records (see policy 4700, Student Records);
- b. parental rights related to student surveys (see policy 4720, Surveys of Students);



- c. the approximate dates of any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance, (b) administered and scheduled in advance by the school administration, and (c) not necessary to protect the immediate health and safety of students;
- d. the schedule of pesticide use on school property and their right to request notification of nonscheduled pesticide use (see policy 9205, Pest Management);
- e. student behavior policies, the Code of Student Conduct, and school standards and rules (see policies in the 4300 series);
- f. the permissible use of seclusion and restraint in the schools (see regulation 4302-R, Rules for Use of Seclusion and Restraint in Schools);
- g. policy 4329/7311, Bullying and Harassing Behavior Prohibited;
- h. policy 1740/4010, Student and Parent Grievance Procedure;
- i. the dates of the system-wide and state-mandated tests that students will be required to take during that school year, how the results from the tests will be used, and whether each test is required by the State Board of Education or by the local board;
- j. grading practices that will be followed at the school and, for parents of high school students, the method of computing the grade point averages that will be used for determining class rank (see policies 3400, Evaluation of Student Progress, and 3450, Class Rankings);
- k. available opportunities and the enrollment process for students to take advanced courses and information explaining the value of taking advanced courses;
- l. if applicable, that their child will be provided advanced learning opportunities in mathematics or will be placed in an advanced mathematics course;
- m. a clear and concise explanation of the North Carolina testing and accountability system that includes all information required by federal law;
- n. a report containing information about the school system and each school, including, but not limited to:
  - i. the following information both in the aggregate and disaggregated by category: student achievement, graduation rates, performance on other school quality and/or student success indicators, the progress

of students toward meeting long-term goals established by the state, student performance on measures of school climate and safety, and, as available, the rate of enrollment in post-secondary education;

- ii. the performance of the school system on academic assessments as compared to the state as a whole and the performance of each school on academic assessments as compared to the state and school system as a whole;
- iii. the percentage and number of students who are:
  - 1. assessed,
  - 2. assessed using alternate assessments,
  - 3. involved in preschool and accelerated coursework programs, and
  - 4. English learners achieving proficiency;
- iv. the per pupil expenditures of federal, state, and local funds; and
- v. teacher qualifications;
- o. the grade earned by the school on the most recent annual report card issued for it by the State Board of Education if the grade was a D or F;
- p. supportive services available to students, including [guidance, counseling, and health services \(see policy 3610, Counseling Program\)](#);
- ~~q.~~ [information about meningococcal meningitis and influenza, including the causes, symptoms, and vaccines, how the diseases are spread, and places where parents and guardians may obtain additional information and vaccinations for their children;](#)
- ~~r.~~ [q.](#) for parents of students in grades 5 through 12, information about cervical cancer, cervical dysplasia, and human papillomavirus, including the causes and symptoms of these diseases, how they are transmitted, how they may be prevented by vaccination, including the benefits and possible side effects of vaccination, and places parents and guardians may obtain additional information and vaccinations for their children;
- ~~s.~~ [r.](#) how to reach school officials in emergency situations during non-school hours;
- ~~t.~~ [s.](#) information about and an application form for free and reduced price meals and/or free milk (see policy 6225, Free and Reduced Price Meal Services);
- ~~u.~~ [t.](#) information about the school breakfast program;



- ~~v.u.~~ information about the availability and location of free summer food service program meals for students when school is not in session;
- ~~w.y.~~ for parents of children with disabilities, procedural safeguards (see also policy 1730/4022/7231, Nondiscrimination on the Basis of Disabilities);
- ~~x.w.~~ information on the availability of the asbestos management plan and planned or in-progress inspections, re-inspections, response actions, and post-response actions, including periodic re-inspection and surveillance activities;
- ~~y.x.~~ education rights of homeless students (see policy 4125, Homeless Students);
- ~~z.v.~~ the content and implementation of the local school wellness policy (see policy 6140, Student Wellness);
- ~~aa-z.~~ their right to take four hours of unpaid leave from their jobs every year in order to volunteer in their child's school as stated in G.S. 95-28.3 (see policy 5015, School Volunteers);
- ~~bb-aa.~~ that the school system does not discriminate on the basis of race, color, national origin, sex, disability, or age, and that the school system provides processes for resolving discrimination and harassment complaints (see policies 1710/4020/7230, Discrimination and Harassment Prohibited by Federal Law, 1720/4030/7235, Title IX Nondiscrimination on the Basis of Sex, and 1730/4022/7231, Nondiscrimination on the Basis of Disabilities);
- ~~ee-bb.~~ that the school system provides equal access to its facilities, programs, and activities to the Boy Scouts and other designated youth groups (see policy 1710/4020/7230, Discrimination and Harassment Prohibited by Federal Law); and
- ~~dd.cc.~~ the availability of and the process for requesting a waiver or reduction of student fees (see policy 4600, Student Fees).

#### ~~C.~~ OPPORTUNITIES TO WITHHOLD CONSENT/OPT OUT

##### ~~4.~~ Opportunities to Withhold Consent/Opt Out Notifications

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

- a. release of student directory information about their child for school purposes or to outside organizations (see policy 4700, Student Records);

- b. release of their child's name, address, and telephone listing to military recruiters or institutions of higher education (see policy 4700, Student Records);
- c. their child's participation in curricula related to (a) prevention of sexually transmitted diseases, including HIV/AIDS; (b) avoidance of out-of-wedlock pregnancy; or (c) reproductive health and safety education, as provided in policy 3540, Comprehensive Health Education Program. A copy of the materials that will be used in these curricula will be available in the school media center during the school year and at other times that the media center is available to the public. To meet any review periods required by law, materials also may be made available for review in the central office;
- d. their child's participation in academic or career guidance or personal or social counseling services of a generic nature offered to groups of students (e.g., peer relations strategies offered to all sixth graders). However, parental notification and permission are not required for: (a) short-duration academic, career, personal, or social guidance and counseling and crisis intervention that is needed to maintain order, discipline, or a productive learning environment; (b) student-initiated individual or group counseling targeted at a student's specific concerns or needs; and (c) counseling if child abuse or neglect is suspected (see policies 3610, Counseling Program, and 4240/7312, Child Abuse and Related Threats to Child Safety);
- ~~e. their child's participation in non-Department of Education-funded surveys concerning protected topics (see policy 4720, Surveys of Students);~~
- ~~f.e.~~ their child's participation in any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance; (b) administered and scheduled in advance by the school administration; and (c) not necessary to protect the immediate health and safety of students;
- ~~g.f.~~ the collection, disclosure, or use of their child's personal information for marketing purposes (see policy 4720, Surveys of Students); and
- ~~h.g.~~ release of their child's free and reduced-price meal information to State Medicaid or State children's health insurance program (SCHIP).

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

#### D. PARENTAL PERMISSION REQUIRED



Written parental permission is required prior to the following activities:

1. the administration of medications to students by employees of the school system (see policy 6125, Administering Medicines to Students);
2. the release of student records that are not considered directory information, unless the release is allowed or required by law (see policy 4700, Student Records);
3. off-campus trips;
4. students' participation in high-impact or high-risk sports or extracurricular activities, such as football or mountain climbing (see policy 4220, Student Insurance Program);
5. all decisions or actions ~~as required by the IDEA with regard to providing regarding special education or related services to students with disabilities that require written parental consent under the Individuals with Disabilities Education Act (IDEA)~~ (see policy 3520, Special Education Programs/Rights of Students with Disabilities);
6. certain health services, as required by law;
7. participation in a mental health assessment or mental health services under circumstances prescribed by federal law;
8. students' participation in programs or services that provide information about where to obtain contraceptives or abortion referral services;
9. students' participation in surveys ~~funded by the Department of Education~~ that are conducted concerning protected topics (see policy 4720, Surveys of Students);
10. disclosure of students' free and reduced price lunch eligibility information or eligibility status; and
11. students' access to the Internet, as described in policy 3225/4312/7320, Technology Responsible Use.

#### **E. PROCEDURES FOR PARENTAL INVOLVEMENT IN STUDENT HEALTH**

##### **1. Parent Notifications Regarding Student Physical and Mental Health**

At the beginning of each school year, the principal or designee shall notify parents of (1) each health care service offered at their children's schools and the means for parents to provide consent for any specific services; (2) acknowledgement that consenting to a health care service does not waive the parents' right to access their children's educational records or health records or to be notified of changes in their

children's services or monitoring; and (3) the procedures to exercise the parental remedies for concerns related to student health provided by G.S. 115C-76.60 and described below in subsection E.6.

Before any student well-being questionnaire or health screening form is administered to students in kindergarten through third grade, the principal or designee shall provide parents with a copy of the questionnaire or form and shall inform parents of the means for parents to consent to the use of the questionnaire or form for their children.

The principal or designee shall notify parents of changes in services or monitoring related to their children's mental, emotional, or physical health or well-being and the school's ability to provide a safe and supportive learning environment for their children prior to or contemporaneously with the changes being made. In addition, the principal or designee shall notify parents before any changes are made to the names or pronouns used for their children in school records or by school personnel.

No school system policy, procedure, or form will expressly or otherwise prohibit school employees from notifying parents about their children's mental, emotional, or physical health or well-being or a change in related services or monitoring, nor will any school system policy, procedure, or form intentionally encourage or be designed in a manner that is reasonably likely to have the effect of encouraging any children to withhold from their parents information about their mental, emotional, or physical health or well-being or a change in related services or monitoring. School personnel shall not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.

**Commented [JW6]:** This paragraph reflects new legal requirements created by SB 49, Session Law 2023-106 (see G.S. 115C-76.45(d) and (e), on Page 7 of SB 49), but districts are not required to address it in policy.

Boards may keep or omit this paragraph at their discretion.

## 2. Discussions Related to Student Well-Being

~~In accordance with the rights of parents provided in Chapter 114A of the General Statutes, w~~When issues of a student's well-being arise, school personnel shall encourage the student to discuss the issues with his or her parent. As appropriate, school personnel may facilitate discussions of such issues with parents.

## 3. Parent Access to Student Records

Parents will not be prohibited from accessing any of their children's education and health records created, maintained, or used by the school system, except as permitted by law. See policy 4700, Student Records.

## 4. Student Support Services Training

Student support services training developed or provided by the school system to school personnel will adhere to student services guidelines, standards, and frameworks established by the Department of Public Instruction.

**Commented [JW7]:** This section reflects new legal requirements created by SB 49, Session Law 2023-106 (see G.S. 115C-76.50, on Page 7 of SB 49), but districts are not required to address it in policy.

Boards may keep or omit this paragraph at their discretion.



## 5. Instruction on Gender Identity, Sexual Activity, and Sexuality

Instruction on gender identity, sexual activity, or sexuality will not be included in the curriculum provided in kindergarten through fourth grade, regardless of whether the information is provided by school personnel or third parties. For purposes of this subsection, curriculum includes the standard course of study and support materials, locally developed curriculum, supplemental instruction, and textbooks and other supplementary materials, but does not include responses to student-initiated questions.

## 6. Remedies for Parental Concerns ~~Related to Student Health~~

If a parent has a concern about the ~~school or~~ school system's procedure or practice under Part 4 of Article 7B of Chapter 115C, as described ~~here~~ in Section E of this policy, the parent should submit the concern in writing to the principal at his or her child's school. The parent should include the following information in the written concern: (1) the specific school system procedure or practice with which the parent is concerned, (2) if applicable, the name of any school system employee(s) or other individual(s) whose actions are at issue, (3) any specific laws, regulations, or policies believed to be violated, and (4) the specific resolution desired.

The principal or designee shall review the written concern and may, in his or her discretion, schedule and hold a meeting with the parent within five days after the concern was submitted. The principal shall conduct any necessary investigation before rendering a decision. If possible, the principal should resolve the concern within seven days after the concern was submitted. In any event, the principal shall provide a written response within seven days after the concern was submitted, including the principal's decision regarding resolution of the concern and the basis for the decision. In responding to the concern, the principal shall not disclose information about other students or employees that is considered confidential by law.

If the principal cannot resolve the concern within seven days, the principal shall immediately notify the superintendent or designee and provide the superintendent or designee with a copy of the parent's written concern and the principal's written response. The superintendent or designee shall review the written documents and provide a written response within 14 days after the parent initially submitted the concern, as needed, in resolving the concern. In responding to the concern, the superintendent or designee shall not disclose information about other students or employees that is considered confidential by law.

If the concern has not been resolved within 15 days after the parent initially submitted the concern, the superintendent or designee shall refer the matter to the chair and vice chair of the board. The chair and vice chair shall consult and determine (1) whether the concern will be reviewed by the full board or by a panel

of not less than two members of the board and (2) whether the review will be based solely on the written record or whether a hearing before the board or board panel will be scheduled per policy 2500. If the chair and vice chair are unable to agree on whether the concern will be reviewed by the full board or by a panel of board members, the matter will be referred to the full board. If the chair and vice chair are unable to agree on whether the concern will be reviewed solely on the written record, a hearing will be scheduled per policy 2500. ~~schedule a board hearing to be conducted pursuant to policy 2500. Hearings Before the Board, to~~

The board or board panel shall review the concern ~~and~~ and notify the parent in writing of its decision ~~within~~ 30 days of the date on which the parent submitted the written concern to the school principal. ~~If the concern is not resolved within this 30 days period after the parent initially submitted the concern, the board will provide a statement of the reasons for not resolving the concern.~~

~~If the concern is not resolved within 30 days of initial submission, the parent has the right to pursue additional remedies as provided in G.S. 115C-76.60(b).~~

#### F. PARENT REQUESTS FOR INFORMATION

~~A parent may request in writing from the principal of the school in which his or her child is enrolled any of the information the parent has the right to access under Part 3 of Article 7B of Chapter 115C. The request shall be submitted in writing and shall identify the specific information that the parent seeks. The superintendent is authorized to develop a form to be used for any such requests.~~

~~The principal, w~~ Within 10 business days after the written request has been received by the principal, the principal shall either provide the requested information to the parent or provide an extension notice to the parent that, due to the volume or complexity of the request, the information will be provided no later than 20 business days from the date of the parental request.

~~If the principal (1) denies or fails to respond to the request for information within 10 business days or (2) fails to provide information within 20 business days following an extension notice, the parent may then submit the written request for information to the superintendent, along with a statement specifying the time frame of the denial or failure to provide information by the principal.~~

~~If the superintendent denies or does not respond to the request for information within 10 business days after the written request has been received by the superintendent, the parent may appeal the denial or lack of response to the board no later than 20 business days from the date of the request to the superintendent. The board will place the parent's appeal on the agenda for the next board meeting occurring more than three business days after submission of the appeal. Prior to that meeting, the Chair and Vice Chair shall consult and determine whether the board's review will be based solely on the written record or whether a hearing before the board will be scheduled per policy 2500. If the Chair and Vice Chair~~

**Commented [JW8]:** This sentence reflects new legal requirements created by SB 49, Session Law 2023-106 (see G.S. 115C-76.60(b), on Page 8 of SB 49), but districts are not required to address it in policy.

**Commented [NR9]:** The new statute (G.S. 115C-76.60) requires the board to adopt procedures for a parent to notify the principal about concerns with the school system's procedure or practice under Part 4 of Article 7B of Chapter 115C (which is described in Section G of this policy) and a process for resolving those concerns within seven days of the date of the parent's notification. The school system must provide a statement of reasons for not resolving the concern if it is not resolved within 30 days.

Any other information about the procedure/process provided in this subsection of the NCSBA Model Policy 1310 may be modified. I have modified NCSBA's suggested procedures in ways that we believe will provide both greater clarity (as to the nature of the parent concerns to be reviewed) and flexibility (as to the procedures the principal and board will use when attempting to resolve them).

**Commented [JW10]:** The board may consider specifying whether the appeal will be reviewed on the written record only or whether the board will hold a hearing. If a hearing will be held, the board may consider specifying that it will be conducted in accordance with Policy 2500 Hearings Before the Board.



are unable to agree, a hearing will be scheduled.

The board's decision is final and not subject to judicial review.

For purposes of this Section F, "business day" does not include Saturdays, Sundays, vacation days, or holidays, as set forth in the school calendar. In counting days, the first day will be the first full business day following the receipt of the written request.

The information in this Section F of this policy will be posted on the school system's website along with the list of parents' legal rights for their child's education as described in G.S. 115C-76.25.

#### G. COMMUNITY SERVICES AVAILABLE

A variety of community services are available to provide parents and families of students in the school system with needed information, support, and resources. Parents are encouraged to utilize applicable community services such as the following:

[G.S. 115C-76.35(a)(1) requires that board policy provides links to parents for community services. Insert here a list of applicable links to community services available to parents of students in your school system.]

#### H. REPORTING REQUIREMENTS

By September 15 of each year, the superintendent or designee shall report to the State Board of Education parental involvement information as required by G.S. 115C-76.70.

Legal References: Americans with Disabilities Act, 42 U.S.C. 12101 *et seq.*, 28 C.F.R. pt. 35; Asbestos Hazard Emergency Response Act, 15 U.S.C. 2641, *et seq.*; Boy Scouts of America Equal Access Act, 20 U.S.C. 7905, 34 C.F.R. 108.9; Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et seq.*, 34 C.F.R. pt. 200; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, 34 C.F.R. pt. 99; Individuals with Disabilities Education Act, 20 U.S.C. 1400, *et seq.*; McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431, *et seq.*; National School Lunch Program, 42 U.S.C. 1751 *et seq.*, 7 C.F.R. 210.12, 7 C.F.R. pt. 245; Protection of Pupil Rights Amendment, 20 U.S.C. 1232h, 34 C.F.R. pt. 98; Rehabilitation Act of 1973, 29 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. 2000d *et seq.*, 34 C.F.R. pt. 100; Title IX of the Education Amendments Act of 1972, 20 U.S.C. 1681 *et seq.*, 34 C.F.R. pt. 106; 20 U.S.C. 7908; G.S. 90-21.1, -21.10B; 95-28.3; 114A-10; 115C-47(47), -47(51), -47(54), -47(58), -76.1, -76.20, -76.25, -76.30, -76.35, -76.40, -76.45, -76.50, -76.55, -76.60, -76.65, -76.70, -81.25, -81.30, -81.36, -105.41, -109.1, -174.26(d), -307(c), -375.4, -390.2, -391.1, -402.15, -407.16; 16 N.C.A.C. 6D .0307; State Board of Education Policies KNEC-002, PRNT-000, TEST-001

Cross References: Title I Parent and Family Engagement (policy 1320/3560), Discrimination and Harassment Prohibited by Federal Law (policy 1710/4020/7230), Title IX Nondiscrimination on the Basis of Sex (policy 1720/4030/7235), Nondiscrimination on the Basis of Disabilities (policy

1730/4022/7231), Student and Parent Grievance Procedure (policy 1740/4010), [Hearings Before the Board \(policy 2500\)](#), [Business Advisory Council \(policy 2670\)](#), [Selection of Instructional Materials \(policy 3200\)](#), [Parental Inspection of and Objection to Instructional Materials \(policy 3210\)](#), Technology Responsible Use (policy 3225/4312/7320), Evaluation of Student Progress (policy 3400), Students at Risk of Academic Failure (policy 3405), [School Improvement Plan \(policy 3430\)](#), Class Rankings (policy 3450), Special Education Programs/Rights of Students with Disabilities (policy 3520), Comprehensive Health Education Program (policy 3540), Counseling Program (policy 3610), Homeless Students (policy 4125), Student Insurance Program (policy 4220), Child Abuse and Related Threats to Child Safety (policy 4240/7312), Student Behavior Policies (4300 series), Rules for Use of Seclusion and Restraint in Schools (regulation 4302-R), Bullying and Harassing Behavior Prohibited (policy 4329/7311), [Parental Involvement in Student Behavior Issues \(policy 4341\)](#), [Attendance \(policy 4400\)](#), Student Fees (policy 4600), Student Records (policy 4700), Surveys of Students (policy 4720), School Volunteers (policy 5015), [Visitors to the Schools \(policy 5020\)](#), Registered Sex Offenders (policy 5022), [Student Health Services \(policy 6120\)](#), Administering Medicines to Students (policy 6125), Student Wellness (policy 6140), Free and Reduced Price Meal Services (policy 6225), Pest Management (policy 9205)

Adopted:



