

Central Elementary
Title I School-Wide Parent Involvement Policy

Part 1: Policy Involvement

This policy was developed jointly with input from Central Elementary parents. The Central Staff and parents worked together collaboratively to develop this policy.

Central Elementary School will:

Convene an annual meeting; 1118 (c) (1)

- *A Title I Open House will be held in conjunction with the fall Parent-Teacher conferences.*
- *The purpose of this meeting will be to review the School-wide plan and School-Parent Involvement Policy.*
- *Child care and refreshments will be provided in an effort to promote attendance of parents at this meeting.*
- *Parents will be notified of this meeting via: School Newsletter, Classroom Newsletter, and special flyer to be sent home with students.*

Offer flexible meeting times and varied activities designed to support and encourage the involvement of all parents; 1118 (c) (2)

Central Elementary will encourage the involvement of all parents by offering the following activities at varied times:

- *Parent Conferences*
- *Curriculum Nights*
- *Parents Workshops for working with their children*
- *School/PTO Activities*

Involve parents in planning, reviewing, and improving the School-wide Title I program, including the School and District Parent Involvement Policy; 1118 (c) (3)

Central Elementary will encourage the involvement of parents in planning and reviewing the Title I program by:

- *Conducting a Title I Survey at fall Parent-Teacher conferences*
- *Review and Revise the Policy to reflect suggestions based on the Survey Results*
- *Review the School-Parent-Student Compact at Fall Conferences*
- *Review the School-Parent Involvement Policy at the Annual Title I Meeting (offered at various times)*
- *We will stress the importance of parent involvement in the review and revision of these plans and policies through appropriate communication*

Provide timely information about the School-wide Title I program, the academic curriculum, assessments used to measure progress, grade level expectations; 1118 (c) (4) (A) (B)

Central Elementary School will provide parents with timely information through:

- *Parent-Teacher Conferences*
- *Back-to-School Open House*
- *Curriculum Nights*
- *School and Classroom Newsletters*
- *Progress Reports and Report Cards*
- *District/School Website*
- *Parent Contact via Phone, Email, or Conferences outside the normally scheduled conference periods*
- *Letters to Parents regarding instructional interventions provided to their children outside of the regular classroom, but during the school day*
- *Daily Take-Home Folders*
- *DTV (District Cable Channel)*
- *Student Handbook*
- *Parent Workshops*
- *Display Cases throughout the building that display school happenings*

Provide parents opportunities to interact with teachers regarding their child's education and include parents in the decision making process, including their input for improvements. The school-wide plan will be revised with the input from parents and those revisions will be shared with the LEA;

1118 (c) (4) (c) & 1118 (c) (5)

- *Parent-teacher conferences will be held three times per year or as needed at the request of parents or teachers*
- *IEP's will be held for those students in need of special services*
- *Include School-wide Title I on the monthly agenda for PTO in order to receive ongoing input from parents*
- *Conduct a Parent Survey at fall Parent Teacher conferences*
- *Conduct an annual Parent Title I meeting to review their child's education and receive input for improvements.*
- *Create revisions based on input from parents*
- *Parents will be encouraged to share their dissatisfaction with Title I programs with the Building Principal or the Literacy Specialist at any time.*

Part II: Share Responsibilities for High Student Academic Achievement

Central Elementary School will:

Develop jointly with parents and teachers a School-Parent-Student Compact. The Compact will outline the ways in which the parents, school staff, and students will work together to ensure high academic achievement.

1118 (d) (1) & 1118 (d) (2) (A)

The Parent-Teacher-Student Compact was developed with input from the Staff and Parents and will be reviewed annually. Revisions will be made based on the results of the Title I Survey and other information gathered from the various stakeholder groups. The Compact will be reviewed and discussed during fall parent-teacher conferences.

Provide frequent reports to parents on their children's progress; 1118 (d) (2) (B)

Central Elementary will provide various academic reports and communication to parents:

- *Report Cards (October, January, April, June)*
- *Progress reports as needed*
- *Parent Teacher Conferences (November, February, and April)*
- *Phone Calls*
- *Intervention Updates*

Afford parents reasonable access to staff, opportunities to volunteer and participate in their child's classroom and observation of classroom activities; 1118 (d) (2) (C)

Central Elementary parents are always welcome at Central Elementary school. Teachers and administrations welcome parents into the school at anytime. Additionally, parents are invited to participate in the following:

- *PTO*
- *Room/School Volunteers*
- *Chaperons on field trips*
- *March is Reading Month Family Reading Night*
- *Room & Intervention observations (Observation Days)*
- *Parent Education Nights*

Part III: Building Capacity for Involvement

Central Elementary School will:

Provide information and assistance to parents regarding the State and local academic standards and assessments; 1118 (e) (1)

To ensure that parents are informed about academic standards and assessments, Central Elementary School will provide the following:

- *Parent-Teacher Conferences*
- *Parents will be provided with a copy of the District Grade Level Curriculum Expectations*
- *MEAP Results will be sent to parents*
- *Progress Reports and Report Cards*
- *IEPT will be held for those students who have undergone a Special Education Evaluation or for those who are receiving Special Education Services*
- *District Common Assessment Data will be shared with parents via conferences and report cards*
- *Literacy Specialist will be available at Open House and conferences to answer questions about reading assessments, interventions, and curriculum*

Provide materials and training to parents; 1118 (e) (2)

Central Elementary School will offer training and materials to parents through the following events and activities:

- *First Grade Orientation*

- *Curriculum Nights*
- *Take Home Reading Materials will be provided to students who are in reading intervention*
- *Reading Training*
- *Math Training*
- *Provide a list of community resources to individual parents and assistance in accessing needed resources*

Educate the staff on ways to reach out to parents, communicate with them, work with them as equal partners, implement and coordinate parent programs and to build ties between the parents and school.

1118 (e) (3)

- *Staff will participate in professional development to better their interactions with parents*
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Educate the community regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs; 1118 (e) (4)
Central Elementary School values and respects parent as contributing members of the school community. The staff will participate in professional development that highlights new ideas for effective communication with parents. Parents will continue to be the first group notified of situations involving students or the welfare of the entire school community.

Coordinate parent involvement activities with other programs; 1118 (e) (4)

Central Elementary School will provide parents with information on Kindergarten Readiness Programs (SKIP, GSRP, and other preschool options), Kindergarten Registration Information, and other programs offered through the school community. These will be communicated through the Central Scoop (school newsletter), District Marquee, and Website. Central Elementary parents will be encouraged to bring their preschool children to all school family events.

Inform parents of school and parent programs in a timely and practical format in a language they can understand; 1118 (e) (5)

To ensure that all parents are informed in a timely manner and in their native language to the extent possible, Central Elementary will provide:

- *Daily Take Home Folders*
- *Communication via School and Classroom newsletters*
- *Bilingual interpreters will be used when needed*

Provide opportunities for parent involvement activities requested by parents; 1118 (e) (14)

Central Elementary encourages parent involvement and communication with both administration and staff. In addition, parents are encouraged to participate in the following activities:

- *PTO (Parent Teacher Organization)*
- *Parent Room Volunteers*
- *March is Reading Month*
- *Field Day*

Provide Title I funds for parent involvement activities;

Central Elementary uses Title I funds for various parent involvement activities including:

- *Title I Open House held during Parent-Teacher Conferences*
- *Reading Night*
- *Math Night*

Establish a school Parent Teacher Organization (PTO)

The Central Elementary PTO is formed through communication via the Central Scoop, interested parent volunteer to serve on this committee, along with Central staff. PTO Officers are elected by the entire Central parent community.

Part IV: Accessibility

Central Elementary School will:

Make parent involvement accessible to all parents including parent with disabilities and those with limited English or other language difficulties or handicaps:

1118 (f)

- *Notices of meetings/events will be sent in native languages when requested by parents*
- *Flexible meeting times*
- *Translators and Interpreters will be provided as needed*
- *Meetings will be held in areas of the building that are handicap accessible*
- *Phone Conferences*
- *Native American Tutoring*
- *ELL Tutoring*
- *Collaboration with community agencies; Community Mental Health, Mott Children's Hospital, etc.*