

Thomson Elementary Title I School-Wide Parent Involvement Policy

Vision

Parents are their children's first and most important teachers. When the school and parents are involved cooperatively, positive results occur. These include high student achievement, reduced absenteeism, improved behavior, and a feeling of confidence regarding the partnership between home and school.

Part I: Policy Involvement

The Thomson Elementary Title I School-Wide Parent Involvement Policy was created as a collaborative effort between parents and staff. Parents played a key role in the development of this policy and we will continue to utilize their feedback and suggestions in order to update and improve our School-Wide Title I Program: 1118 (b)

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

Thomson Elementary School will:

- *Hold an annual School-Wide Title I Meeting at the Kindergarten Orientation Day that all parents attend on the first day of school.*
- *The purpose of the meeting will be to share the School-Wide Plan, review the School Parent Involvement Policy, and to explain our Title I program and how parents can be involved to help their child be successful.*
- *Parents will be notified of the meeting before school starts, through U.S. mail, informing them of their child's teacher and the time to come for the Kindergarten Parent Orientation meeting.*

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

Thomson Elementary School will ensure the involvement of all parents by offering the following activities:

- *Curriculum Nights (childcare provided)*
- *Parent Workshops (childcare provided)*
- *Parent Conferences*
- *PTO Activities*
- *Flexible IEP times*
- *Contact with counselors*
- *Winter Wonderland - School-wide fun night*
- *Tuesday Volunteers*

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

Thomson Elementary School will ensure the involvement of parents in planning and reviewing the School-Wide Title I program by:

- *Reviewing the School Parent Involvement Policy at the Annual Kindergarten Parent Orientation Day*
- *Posting the Parent Involvement Policy for parents to review during November Parent Teacher conferences in a visible location*

- *Placing a suggestion box located under the visible plan for parents to make suggestions during November Parent Teacher conferences. Share these suggestions with LEA*
- *Reviewing and distributing Parent Compacts at fall conferences*
- *Conducting a Parent Survey at November Parent Teacher conferences for all parents*
- *Reviewing and revising the Parent Involvement Policy to incorporate suggestions based on the Parent Survey results*
- *Placing a suggestion box in a visible location for continued communication between parents and school all year. Reviewing suggestions and comments at monthly PTO meetings. Acting on these suggestions made by stakeholders as appropriate.*
- *Holding a Title I meeting mid-year at flexible times (morning and evening) to review the Title I program, parent involvement policy and ask for suggestions for improvement. Provide parents with a short survey so they may provide feedback on the program both in a written and verbal format. These suggestions will be used to revise the parent school compact and parent involvement policy.*
- *Expanding all avenues of communication with parents (school newsletter, classroom newsletters, District publications and website) to increase parent involvement in the School-Wide Title I program*

Provide timely information about the School-Wide Title I Program, the academic curriculum, assessments used to measure progress, and grade level expectations: 1118 (c) (4) (A) (B)

Thomson Elementary School will provide timely information through:

- *Parent Orientation Day (annual Title I meeting)*
- *Fall Curriculum Nights (childcare provided)*
- *Parent conferences (November/April/additional conferences upon parent request)*
- *School/Classroom Newsletters/District Newsletters*
- *Progress Reports and Report Cards*
- *District Web Site - Policy and Compact available on website*
- *Early Parent Conferences - meet intervention specialists /see intervention programs/discuss students progress thus far*
- *Transition to Kindergarten Program- Parent awareness evening and coordination with daycares and preschools to educate all involved about kindergarten expectations (childcare provided)*
- *Parent Workshops (childcare provided)*
- *Home Visits*
- *Daily Take Home Folders*
- *Telephone Calls/E-mail correspondence*
- *Parent-Student Handbook*

Provide parents the opportunity to interact with teachers regarding the education of their children. Include parents in the decision making process and utilize their suggestions for improvement. Revise the School-Wide plan to meet student and parent need and share revisions with LEA: 1118 (c) (4) (C) & 1118 (c) (5)

Thomson Elementary School will provide parents an opportunity to interact with their children's school by:

- *Parent Suggestion Box located in a visible location where parents can provide suggestions for improvement and comments regarding the School-Wide Title I program*

- *Include School-Wide Title I as a monthly agenda item at PTO. Go through Parent Suggestion Box at monthly PTO meetings to discuss both suggestions/positive notes. Utilize parent feedback to revise and update our School-Wide Title I program to meet the needs of all parents and students. Share suggestions and comments with the LEA and act on suggestions as appropriate.*
- *Conduct a Parent Survey at November Parent Teacher conferences for all parents*
- *Hold a Title I meeting mid-year at flexible times (morning and evening) to review the Title I program, parent involvement policy and ask for suggestions for improvement. Provide parents with a short survey so they may provide feedback on the program both in a written and verbal format. These suggestions will be used to revise the parent involvement policy when appropriate.*
- *Parent conferences (November/April/additional conferences upon parent request)*
- *Telephone Calls/E-mail correspondence between parents, teachers and school*

Part II: Share Responsibilities for High Student Academic Achievement

Develop jointly with parents and teachers a School/Parent/Student Compact. The compact will outline ways in which the parents, school staff, and students will work together to ensure high student academic achievement. The compact will be reviewed and discussed during fall parent-teacher conferences: 1118 (d) (1) & 1118 (d) (2) (A)

Thomson Elementary School will develop a School/Parent/Student compact:

- *The Parent/Teacher/Student compact is developed by the PTO and reviewed annually. Revisions are made based on the November Conference Parent Survey results and additional suggestions provided by parents.*
- *The compact is reviewed and given to all parents at the November Parent-Teacher Conference. Teachers discuss how the compact relates to the success of each individual child. This ensures a strong home/school connection and allows all stakeholders to have a voice.*

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

Thomson Elementary School will provide various academic reports to parents:

- *Report Cards (January, April and June)*
- *Progress reports available on an as-needed basis*
- *Parent Teacher Conferences (November, April, additional conferences available upon request)*

Afford parents reasonable access to staff. Provide opportunities for parents to volunteer, participate and observe in their child's classroom: 1118 (d) (2) (C)

Thomson Elementary School has an open door policy for parents with both administration and staff. In addition, parents are encouraged to participate in the following activities:

- *PTO (Parent Teacher Organization)*
- *Room Parents*
- *Tuesday Volunteers*
- *Chaperones for field trips*
- *RIF helpers*
- *Room Helpers*
- *Room observations as requested by parents*

Part III: Building Capacity for Involvement

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, Thomson Elementary School will provide the following:

- *Parent Conferences (November, April, additional conferences available upon request)*
- *Parent copy of Grade Level Content Expectations provided at Kindergarten Orientation Day*
- *ELPA results for ELL students sent to parents*
- *Local assessment information (DIBELS, district writing assessment, DRA2, district common assessments) shared with parents at conferences*
- *Students receiving additional assistance will be progress monitored on a monthly or bi-weekly basis depending on student need. Information will be shared with parents when appropriate.*
- *Literary Specialist available at conferences to provide information and answer questions about assessments*
- *Fall Kindergarten Curriculum Night: Staff share Kindergarten expectations and provide all parents with examples of at home activities to help their child reach their highest potential.*

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

Thomson Elementary School offers training and materials to parents through the following events and activities:

- *Fall Kindergarten Curriculum Night (childcare provided)*
- *Transition to Kindergarten Parent Night (childcare provided)*
- *Kindergarten Orientation Day*
- *Parent Workshops (childcare provided)*
- *We Both Read Take Home Book Program for incoming Kindergarteners given to parents at Kindergarten Registration*
- *Provide lists of community resources to individual parents and assistance in accessing these resources, as needed*
- *Summer Reading Program*
- *Weekly school newsletters/Classroom newsletters/District publications*
- *"The District" - District cable television program offers segments that educate parents on ways to help their child be successful in all areas of the curriculum*
- *District Website Parent Tab - provides parents with materials and resources to help their child achieve success*

Educate teachers, Title I staff and principals regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs: 1118 (e) (3)

- *Thomson Elementary School values and respects parent involvement in the school community. Parent involvement will be part of the professional development plan. Staff will attend workshops and implement new ideas for effective parent communication. When situations occur that involve students or the welfare of the entire school community, parents are always the first point of contact. District will in-service teachers on how to utilize district website to post classroom newsletters and add materials and resources to the Parent Tab.*

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

Thomson Elementary School will work to coordinate programs to ensure success for all:

- *Transition to Kindergarten: activities to educate preschool parents, daycares and community stakeholders on Kindergarten expectations*
- *SKIP-Successful Kids=Involved Parents (birth to age 5): Program includes home-visits and structured play dates at local school buildings*
- *GSRP-Great Start Readiness Program: Preschool program located in our school that prepares students for Kindergarten expectations*
- *Tuesday Parent Volunteers*
- *Winter Wonderland - School wide fun night*
- *PTO*
- *Head Start*
- *Preschool Visit: Preschoolers and their parents invited to Thomson to tour their new building (April)*

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 and user-friendly manner, Thomson Elementary will provide:

- *Daily Take Home Folders*
- *School Newsletter/Classroom Newsletters/District Newsletters written in a language parents can understand*
- *Bilingual interpreter, as needed, through GISD for all parent contacts*
- *Accommodations for deaf parents*

Provide support for parental involvement at their request: 1118 (e) (14)

Thomson Elementary School will make every effort to support our parents and make sure their needs are met:

- *Make every effort to accommodate parent requests to ensure that students and parents individual needs are met in order to foster more positive parent involvement*

Part IV: Accessibility

Parent involvement activities accessible to all parents, including those with disabilities and parents who use English as their 2nd language: 1118 (f)

Thomson Elementary School will provide:

- *Flexible meeting times*
- *Handicapped Accessible Facilities*
- *Home Visits*
- *Phone Conferences (Bilingual interpreter, as needed, through GISD for all parent contacts)*
- *School Newsletter/Classroom Newsletters/District Newsletters written in a language parents can understand*
- *Accommodations for deaf parents*
- *Collaboration with community agencies; i.e., Community Mental Health*
- *Transportation Assistance*

