



## 2014 – 2015 School Parental Involvement Policy

Thomasville City Schools  
**Harper Elementary School**

*Revised: March 24, 2014*

Parental involvement is a key element in the academic success of students. As a result, Harper Elementary recognizes that parents play an integral role in a child's learning. Additionally, their support is critical in our efforts to provide a quality education to enable our students to meet and/or exceed state academic standards. Therefore, we believe a strong collaborative partnership between the school and home is vital for improved academic achievement. School personnel encourage parents to become actively involved in their child's education.

### **Part 1: Parental Involvement Expectations**

Harper Elementary agrees to implement the following statutory requirements:

1. The school will jointly develop with parents a Parent Involvement Policy that the school and parents/guardians of students enrolled at Harper can agree on.
2. The school will facilitate and implement the Parent Involvement Policy. The Policy is published in the Student/Parent Handbook, which is sent home by each student on the first day of school or upon enrollment into the school. It will also be posted on the school's website.
3. The school will adopt the school's Home-School Compact as a component of its Parent Involvement Policy. The compact outlines the responsibilities of the student, parent, and the school. It is also published in the Student/Parent Handbook.
4. The school will organize parent activities that include a broad range of programs. For the 2014-2015 school year, the school's benchmark for parental involvement is as follows: *Each parent should attend a minimum of 4 parental involvement activities during the 1<sup>st</sup> semester and a minimum of 4 parental involvement activities during the 2<sup>nd</sup> semester, for a total of 8 meetings.*
5. The school will involve the Parent Leaders Committee in the annual review and revision of Harper's Parent Involvement Policy.

### **Part 2: Implementation of the School Parent Involvement Policy**

1. Harper Elementary will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used.

Harper Elementary seeks to involve parents in the decision-making process related to the operation of the school and its programs through the following means.

- Parent-Teacher Organization (PTO)
- School Advisory Council on
- Parent Advisory Council
- Membership on committees and school improvement teams
- Parent Leaders Committee

2. Harper Elementary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend, to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements and the school parental involvement policy, the school-wide plan, and the school-parent compact.

In conjunction with the Title I Director, the school will conduct its **Annual Title I Night** during the first month of school. Parents will be issued a **BACK to SCHOOL** Packet containing explanations and notes on the things to be discussed. The purpose of this informational meeting is to inform parents of the school's Title I program and to share pertinent information regarding Title I requirements and expectations. This time will be used to recruit volunteers and room mothers.

3. Harper Elementary will take the following actions to offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parental involvement.

To foster a positive relationship between home and school, Harper Elementary will sponsor events at flexible times throughout the school year. The following activities are scheduled to attain the school's benchmark for parental involvement:

- Parent Workshops (Test Taking Strategies, Reading, Study Skills/homework, Responsibility, Basic Computer Skills Workshop for Parents)
- Family Fun Nights
- Student Assemblies
- Student Performances
- Doughnuts for Dads
- Play Day with Dad
- Muffins for Moms
- Grandparents' Day Luncheons
- Harper's Gardening with Grandparents
- Field Days

4. Harper Elementary will take the following actions to provide parents of participating children the following: **A)** Timely information about the Title I programs; **B)** Description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet; and **C)** Opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child, and respond to any such suggestions as soon as practicably possible.

A. Information about programs and other activities are sent to parents in a timely-manner and a format, and to the extent practical, in a language the parents can understand. The school utilizes the following means to inform parents/guardians of system and/or school events.

- Flyers/Newsletters/Classroom and/or Grade Level Newsletters
- student Planners/Home-School Communicators
- Parent/Student Handbook
- Alert Solutions Notification System
- System's website and school's website
- Community Scroll on local television
- Local Newspaper Calendar
- School Marquee
- Parent Engagement Coordinator
- Postcards and other mailings

B. The staff at Harper Elementary will provide high-quality instruction in a supportive and effective learning environment to enable students to meet and/or exceed state academic standards on standardized assessments. Description and explanations of the curriculum, forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet are shared at Open House, parent workshops, parent-teacher conferences and monthly parent newsletters. Information about the school's instructional programs is also printed in the Student/Parent Handbook.

C. Other opportunities for parents/guardians to provide input and formulate suggestions in decisions relating to their child's education include:

- Open House
- Parent Engagement Nights
- Parent-Teacher Conferences
- Parent Council Meetings
- Stakeholders Surveys
- Parent Leaders Committee
- Idea Cards

5. Harper Elementary will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

Harper's school-parent compact was jointly developed by students, parents/guardians and teachers. The written agreement outlines the roles and responsibilities that each party will do to help all students meet and/or exceed state academic standards.

6. Harper Elementary will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below.

A. Harper Elementary will provide assistance to parents of participating children, as appropriate, in understanding topics such as the following:

- the State's academic content standards;
- the State's student academic achievement standards;
- the State and local academic assessments including alternate assessments;
- how to monitor their child's progress, and
- how to work with educators.

Parents/guardians are encouraged to meet with teachers to address specific concerns and areas of need. The following activities are scheduled to assist them in understanding State standards and assessments:

- Parent Workshops (Test Taking Strategies, Reading, Study Skills/homework; Responsibility)
- Parent Engagement Activities
- Parent-Teacher Conferences

Various accountability measures are in place to help parents monitor their child's academic progress:

- Weekly or Bi-weekly Progress Reports
- Power School Parent Portal
- Midterm Reports
- Report Cards (each 9-week period)
- Attendance Letters / Referrals
- Classroom/Grade Level Newsletters

Conferences may be arranged through the office or by a note to a child's teacher. Parent-teacher conferences can be scheduled before school, after school, or during a teacher's planning period. The school leadership and support staff are always available for parent conferences.

School personnel encourage parents to become actively involved in their child's education. Therefore, best practice strategies for enhancing parent involvement are embedded in all professional learning activities. Ideas and considerations are shared at faculty and staff meetings to help teachers reap the maximum benefit from parent-teacher conferences.

B. Harper Elementary will provide materials to help parents work with their child to improve their child's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement:

To promote education beyond the instructional day/year, the school offers the following instructional activities:

- Monthly Parent Newsletters (CLAWS Bulletin; Recipes for Success; Math + Science Connection)
- Class Newsletters
- Daily homework
- Home Connect (Accelerated Reader Program)
- Booklets for Parents: Channing Bete Publishers

- School Success Web Content (Elementary and Secondary)
- Take-Home Practice Books (Reading and Math)
- After-School Tutorial Program and Summer School Program
- Summer learning packets
- Georgia Online Assessment System (GaOAS)
- Alpha Kappa Alpha Sorority Tutoring
- Worksheets and resources for the Boys and Girls Club

C. Harper Elementary will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and the school.

Harper Elementary educates its teachers and support staff in recognizing parents/guardians as valuable contributors in improving student achievement. School personnel collaborate to identify effective strategies to strengthen lines of communication between the home and the school. In addition, parent engagement activities are planned to assist parents to become active participants in their child's education.

D. Harper Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

To the extent feasible and appropriate, Harper Elementary will coordinate and integrate parental involvement programs and activities with programs, such as Head Start, public preschool and other Pre-K programs. To accomplish this task, the school takes the following actions.

- Provide orientation for parents of pre-kindergarten students entering school;
- Utilize the Pre-K Liaison Committee and Pre-K Parent Coordinator to assist in explaining the transition from pre-school to parents; and
- Facilitate articulation meetings between pre-kindergarten and kindergarten teachers.

E. Harper Elementary will take the following actions to ensure that information related to the school and parent programs, meetings and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

The school will provide full opportunities for the participation of parents/guardians with limited English proficiency, parents with disabilities, and parents of migratory children. The school utilizes the following means to inform parents of system and/or school events.

- Flyers/Newsletters (English and appropriate language for limited English proficient students)
- Student Planners/Home-School Communicators
- Parent/Student Handbook
- One Call Now Mass Notification System
- System's website and school's websites
- Community Scroll on local television
- Local Newspaper Calendar
- School Marquee
- Parent Engagement Coordinator

F. Harper Elementary will provide other reasonable support for parental involvement activities under section 1118 as parents may request.

The school will conduct a needs assessment each year to determine focused areas to be addressed for continued success of its educational program. Parents/guardians will be given the opportunity to provide feedback and make recommendations for improvement. Results of the survey will be shared at the **Annual Title I Night**, parent engagement activities, and School Council Meetings.