



Whitley Elementary School

Parent Involvement Plan 2016-2017

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Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set aside, and the right of parents to be involved.

During the first quarter of school, Whitley Elementary School will hold the required annual Title I meeting for parents. Parents will be notified of this meeting through (1) School Messenger; (2) school website (3) reminder in monthly bulletin. This meeting will be offered at the conclusion of our Open House meeting. During this meeting, topics that will be discussed include:

- *What it means to be a Title I school
- *The Continuous Improvement Plan
- *The School Parent Involvement Plan
- *Parents' Right to Know
- *Parent Survey
- *LEA Parent Involvement Plan and CIP Plan
- *1% Title I Parenting Funds
- *Introduction of Parent Manager / Leaders / Contacts
- *School-Parent Compact

Describe: 1) How there will be a flexible number and format of parent meetings offered; 2) How parents will be involved in the planning, review, and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making.); and 3) How funds allocated for parent involvement are being used in the school.

The principal and staff of Whitley Elementary School have a strong belief in the importance of parental involvement. Therefore, we will schedule parent meetings every other month, varying the meeting times and days in order to accommodate the schedules of our parents. We will also conduct quarterly "Yak n' Snak" meetings so that our parents may bring any praises, concerns, or problems before the administration and Parent Organizer. Our Parent Room will be open on Monday, Wednesday, and Friday from 8:00-11:00 and 12:00 - 2:00 for parents to pick up materials or information to use with their child or to meet with our Parent Organizer. Whitley Elementary School believes that parents are their child's first teacher and must be involved in all aspects of the Title I program. We have a Parent Organizer who will help maintain direct contact with our parents to gather their input and keep the parents informed of activities and committee work that occur at the school. Our Parent Organizer will gather input from our Title I parents and bring this information to our meetings as well as being able to use this input to revise our local school Parent Involvement Plan. All parents are reminded of upcoming events/committee meetings through Parent Bulletins that are sent home in Wednesday folders as well as through School Messenger and our school website. Whitley Elementary School utilizes its allocated Parenting funds by purchasing materials, brochures, and supplies to support our parents' effort in assisting with educating their child at home.

Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children.

During our annual Title I parent meeting, parents of students at Whitley Elementary School are presented information about our Title I program, the curriculum that is currently being used, and the various forms of academic assessments that are used - including the ACT Aspire, DIBELS, and STAR Reading and Math tests. The previous year's state testing results will be presented and discussed to inform the parents of our school's standing according to the State Department's guidelines. The parents are instructed as to what we must do during the current academic year to improve and how they need to assist the school in achieving that goal. The parents are also instructed on how to schedule parent-teacher conferences and are reminded about how they can participate in decisions related to the education of their child.

Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated).

Whitley Elementary School reviewed its school-parent compact in May 2016. The Parent Advisory Committee convened a meeting and reviewed the compact. The compact was approved as written. If results of the Parent Survey had deemed it necessary, changes would have been made to the compact. During the first weeks of school, each parent is given the compact and asked to read and sign the compact, along with their child, signifying their commitment to working in partnership with the school to ensure their child's success. The school parent compact is also reviewed and explained at the annual Title I meeting. Each classroom will house a copy of the compact in their classroom to use during parent-teacher conferences and/ or student-teacher conferences.

Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan.

During May of each year, the school's CIP plan is reviewed and evaluated by the faculty and the CIP Committee. There are two parent representatives on the CIP Committee who represent all of the parents of the school. As the review process is underway, the parents are informed of this review through parent bulletins that go home in Wednesday folders. The parent bulletin informs the parents of the review and reminds them that the plan is available in the Media Center as well as on the school's website for their review. They are also reminded of their right to give input regarding the revision of the plan. During the first quarter of school, the parents are given a one page summary of the school's CIP plan. On this summary, the parents are informed that if they find the plan to be unsatisfactory, they have the right to submit their concerns in writing to the principal and the principal will submit their concerns to Central Office.

Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

- (1) **Shall provide training for parents of participating children in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I, and how to monitor their child's progress and work with teachers to improve the achievement of their children.**

Whitley Elementary School will accomplish this through its required annual Title I parent meeting held during the first quarter of school, as well as with additional parent meetings held throughout the year. Parents will be informed of the state academic content and achievement standards as well as assessments. An explanation will also be given about Title I, the services that are offered, and how parents can become involved in the education of their child. Parents will also learn how they can assist their child to become successful and the best way to work with their child's teacher.

- (2) **Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.**

Whitley Elementary School faculty and staff works to ensure that all materials available to parents are aligned with the school's identified goals and academic content and achievement standards. Our Parent Center will house materials that parents will be given the opportunity to use so they may work with their child at home to expand their learning success. Throughout the year, various parenting classes will be offered on topics that address our school's identified goals. For example, a technology training class to teach parents how to utilize I-Now to check their child's grades, attendance, and discipline on a regular basis. This will enable the parents to be a working partner with their child's teacher.

- (3) **Shall educate teachers, office personnel, and other school staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.**

Whitley Elementary School will accomplish this through continuing to work with the teachers through in-service meetings, faculty meetings, and grade level meetings to gain a better understanding of the importance of parental involvement and how to work with parents as partners. Our Parent Organizer will work with our grade level teachers to ensure that information available to parents will best meet the school's identified CIP goals. All staff members are expected to welcome parents to the school, when appropriate, and work with our principal to meet the needs of the parents in order to help their child.

- (4) **Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal 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.**

Whitley Elementary School will ensure the effective involvement of parents and support a partnership between the school and our parents in order to improve student academic achievement. We will accomplish this by assisting families with parenting skills and setting home conditions to support the children as students. This will be done through parent meetings, parent-teacher conferences, PTA meetings, and the use of the Parent Center. Our Parent Organizer will communicate with our parents to ensure that the needs of the parents in supporting their children as students at home are being met.

- (5) **Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.**

Whitley Elementary School has no students, at the present time, who speak a language other than English. In the event that a non-English speaking student were to enroll at Whitley, information sent home in English would also be translated into the child's home language. To the extent practicable, we would also request a translator from the school system for parent conferences.

- (6) **Shall provide such other reasonable support for parental involvement activities as parents may request.**

Whitley Elementary School has an "open-door" policy for parents. We welcome parents on our campus and encourage them to visit their child's classroom. We will conduct parent meetings during the school day as well as in the evening to accommodate our working parents. We make every effort to work with our parents in meeting their requests as related to the education of their child.

Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand.

At the present time, Whitley Elementary School has no LEP parents, nor migrant parents. If that need were to arise, all parent communications sent home would be translated, to the extent practicable, into home language. Every effort is made to accommodate parents with disabilities. Whitley Elementary School is a handicapped-accessible building, and if the need arose with a disabled parent, special accommodations would be utilized to communicate with the parent through phone calls and home visits, if necessary.

