

W. Fred Scott Sr. Elementary
School Level Parental Involvement Policy
2014-2015

PART I: GENERAL EXPECTATIONS

2014-2015 W. Fred Scott Sr. Elementary School Parental Involvement Policy
Revised: (4/25/14)

School: Scott Elementary District/LEA: Thomasville City Schools

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy, agreed on by such parents, that contains information required by section 1118 (b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA) (school parental involvement policy). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The school will adhere to the following as required by law:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent involvement policy periodically to meet the changing needs of parents and the school and distribute it to the parents of participating children and make the parental involvement plan available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under section 1114 (b)(2) of the ESEA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring –

(A) that parents play an integral role in assisting their child’s learning;

(B) that parents are encouraged to be actively involved in their child’s education at school;

(C) that parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;

(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOLWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Scott Elementary School** 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.

- A. Parents are invited to attend the beginning of the school year Title I Meeting to receive information about Scott Elementary School.
- B. Parents will be notified of the meeting via Power Announcement, Newsletter, Principal’s Page (school website), and posted on the school marquee. Throughout the school year, parent representatives are invited to School Improvement Team Meetings/ Parent Engagement Planning Committee meetings where Title I issues are discussed.
- C. The school’s leadership team will conduct a needs assessment each year to determine focused areas to be addressed for continued success of its educational program. Parents will be given the opportunity to provide feedback and make recommendations for improvement through letters sent home, school website, and emails sent out to parents by the principal.
- D. The school will jointly develop with parent advisory and school council a Parent Involvement Policy that the school and parents of students enrolled at Scott can agree on.
- E. Drafts of School-wide Title I plans will be placed on Google Drive for parents to review and provide feedback after receiving email from school principal.
- F. The school will facilitate and implement the Parent Involvement Policy. Copies of the Policy will be distributed to parents of students enrolled at Scott and placed on the school’s website.
- G. The school will collaborate with parents to draft and adopt the school’s home-school compact as a component of its Parent Involvement Policy. The compact outlines the

responsibilities of the student, teacher, parent, and principal. It will be sent home at the same time as the Parent Involvement Policy.

2. **Scott Elementary School** 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.

- Flyers / Postcards sent out to parents
- Place meeting notice on quarterly newsletter and/or student handbook
- Place meeting notice on school website
- Community scroll on local television
- Place notice on Scott Elementary Facebook page
- Power Announcement via phone, email and text message blast to parents
- Local newspaper calendar
- Place notice in Home / School Communication folders
- Student incentives to get parents to meetings
- Parent incentives to attend school functions
- Providing daycare for parents while they attend after school workshops
- Notice placed on marquee / sidewalk signs
- Place on school lobby's large, flat screen
- Place on community electronic marquee

3. **Scott Elementary School** 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.

- Family nights, grade level meetings, PTO meetings, and school wide events will be held at different times and days of the week to accommodate working parents with attendance. Teachers are encouraged to offer parents conferences at flexible times to accommodate parents' working schedules. Childcare may be provided, when necessary. Home visits will be made for meeting with parents who cannot arrange transportation to the school, upon request.

4. **Scott Elementary School** will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs;
- 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;

- 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.

5. **Scott Elementary School** 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.

- Scott Elementary School will conduct a yearly Parent Involvement Retreat with the purpose of informing parents of the purpose of Title I plans and how the plans are initiated. Parents in participation will be provided with a draft of the school-parent compact and their feedback for improvement will be solicited during break-out group sessions.

6. **Scott Elementary School** 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. Open House
- b. Parent Communication via
 - i. Teacher's webpage (updated weekly)
 - ii. School Newsletter (every quarter)
 - iii. School website (updated weekly)
 - iv. Daily Communicator folders (depending on grade level)
 - v. Phone calls, text messages and emails
- c. Family Fun Nights (Every Quarter)
- d. Parent Resource Room
- e. Back to School PTO Meeting
- f. Annual Title I Meeting
- g. Parent University that may consist of the following sessions
 - i. Arts & Crafts
 - ii. Family Nutrition and Fitness
 - iii. Information on Bullying
 - iv. Positive Discipline
 - v. Family Budgeting
 - vi. Drug/Gang Awareness
 - vii. Information on CCGPS
 - viii. Getting to know PowerSchool Parent Portal

- ix. CRCT information and home preparation
- x. Intervention strategies for Parents to use at home
- xi. How parents can assist their student with reading and comprehension
- h. Dinner and a Movie Nights
- i. Pre-K Grandparents Come to Lunch Day
- j. Pre-K & Kindergarten Muffins for Moms
- k. Pre-K Play Date with Dad
- j. Field Day
- k. Awards Assembly (Each Nine Week)
- l. Mother-Son/Father-Daughter Valentine Dance
- m. Student Assemblies
- n. Classroom Volunteers
- o. Homeroom Mothers

A. **Scott Elementary School** will provide assistance to parents of participating children, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph –

- the State’s academic content standards;
- the State’s student academic achievement standards;
- the State and local academic assessments including alternate assessments;
- the requirements of Part A;
- how to monitor their child’s progress, and
- how to work with educators

Parent University: Parent University is a community collaborative that supports families. This initiative encourages parent involvement and participation in the education of our community’s children and youth. Its objective is to maximize student learning by creating a strong bridge between the community and the school.

- Enable "parents" to teach each other.
- Train "informed parents" to work together with schools to create paths for student success.
- Provide support, guidance and nurturing to assure the realization of family success.

B. **Scott Elementary School** will provide materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by conducting topics from Parent University that will educate and train parents on topics in need of discussing as recommended by parents, Leadership Team, and from parent surveys.

C. **Scott Elementary School** 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, by collaborating to identify effective strategies to strengthen lines of communication between the home and the school. Scott Elementary also utilizes its school counselor and the system's school social worker to collaborate with various community agencies to help parents obtain necessary information and resources when situations arise.

D. **Scott Elementary School** 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, by holding a two week literacy summer camp for incoming kindergarten, first and second grade students to prepare them for the school year. Also in July, Pre-K and kindergarten parents will be treated to an Ice Cream Social in which they will meet their child's teacher, be informed about the Parent Resource Room, and be provided information about the Parent-School Compact. Scott Elementary will also utilize the Pre-K Liaison Committee to assist in explaining the transition from pre-school to parents; and facilitate articulation meetings between pre-kindergarten and kindergarten teachers.

E. **Scott Elementary School** 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 by doing the following:

All parents will be provided with grade level conferences and/or meetings to accommodate their child's needs. ELL parents will be contacted via phone and/or home visit using parent-friendly language and invited to the school in an effort to keep them informed and involved. Newsletters will be translated, as appropriate. An interpreter will also be available, as appropriate. Parents of IEP students will always be offered a handbook of their rights and given the opportunity to ask questions about the handbook.

F. **Scott Elementary School** will provide other reasonable support for parental involvement activities under section 1118 as parents may request, by providing such other reasonable support for parental engagement activities under this part as parents may request.

PART III. DISCRETIONARY SCHOOL LEVEL PARENTAL INVOLVEMENT
POLICY COMPONENTS

NOTE: The School Level Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

Indicate which of the following discretionary school level parental involvement policy components the school will implement to improve parental involvement.

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- Provide necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training;
- Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- Train parents to enhance the involvement of other parents;
- In order to maximize parental involvement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school;
- Adopt and implement model approaches to improving parental involvement;
- Establish a school-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

Scott Elementary's Parent University learning sessions will focus on four areas that support parents in ways that empower them to become leaders and advocates for other parents, for student learning and school improvement.

- **Parents are Teachers** – provides a clearer understanding of how children grow and learn and the teaching & learning approaches in BPS
- **Parents are Advocates** – builds capacity to advocate for their child, understand the standards and expectations for learning and support learning at home
- **Parents are Leaders** – provides the opportunity to develop the skills necessary to assume leadership roles in their schools and community
- **Parents are Learners** – provides the opportunity to build upon their own skills for personal and professional growth

Appendix A

Parent / School Compact

This policy was adopted by Scott Elementary School on _____ and will be in effect for the period of one calendar year before review. The policy will then be reinstated with any necessary modifications continuously for each school year.

School ► Student ► Parent

2014-2015 COMPACT

(Please sign and return this form to your child's teacher.)

As a teacher, I will...

- Believe that each student can learn;
- show respect for each child and his/her family;
- provide an environment conducive to learning;
- help each child grow to his/her fullest potential;
- provide meaningful and appropriate homework;
- enforce school and classroom rules fairly and consistently;
- maintain open lines of communication with student and his/her parents;
- demonstrate professional behavior and a positive attitude.

As a Student, I will...

- Attend school daily and arrive on time;
- read at home and at school everyday;
- always put forth my best efforts in class;
- obey the CHAMP expectations;
- work cooperatively with my classmates, teachers, and other school staff;
- show respect for myself, my school and other people;
- come to school with my homework and my supplies;
- believe that I can learn and will learn.

As a Parent/Guardian, I will...

- Make sure that my child attends school daily and is on time;
- provide a quiet place at home that will enable my child to study;
- work with my child to see that all homework assignments are completed;
- communicate regularly with my child's teacher(s) about his/her progress;
- support the school in developing positive behaviors;
- show respect and support for my child, the teacher, and the school

As the Principal, I will....

- Provide a safe and orderly environment that is conducive to learning;
- assist teachers in providing high quality instruction;
- provide an environment that allows for positive communication among teachers, parents, and students;
- maintain an open door policy.

Teacher: _____ Date: _____

Student: _____ Date: _____

Parent: _____ Date: _____

Principal: _____ Date: _____

Title One Policy and Parent COMPACT is available in Spanish upon request

Revised __/__/__