

Title I School Parental Involvement Policy

Jennie Smith Elementary School

NOTE: 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 that contains information required by section 1118 of the Elementary and Secondary Education Act (ESEA) (parental involvement policy).

*Schools, in consultation with parents, may use the sample template below as a framework for the information to be included in their parental involvement policy. **Schools are not required to follow this sample template or framework. If they establish the school's expectations for parental involvement and include all of the components listed under "Description of How a School Will Implement Required School Parental Involvement Policy Components" they will have incorporated the information that section 1118 requires be in the school parental involvement policy.***

Schools, in consultation with parents, are encouraged to include other relevant and agreed upon activities and actions that will support effective parental involvement and strengthen student academic achievement.

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PART I. GENERAL EXPECTATIONS

The Jennie Smith Elementary School agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. (See **Enclosure**)

- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.

- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities 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 language parents understand.

- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).

- The school will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.

The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.

The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

The school will 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 SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The School Parental Involvement Policy must include a description of how the district will implement or accomplish each of the following components. [Section 1118, ESEA.] There is no required format for these descriptions. However, regardless of the format the district chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.

1. The **Jennie Smith Elementary School** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

Solicit Parental Involvement via surveys, advertisement in monthly Newsletters, personal invitations, PTA Meetings, sign-ups at school/community functions and utilizing referrals from classroom teachers.

2. The **Jennie Smith Elementary School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Encourage and actively solicit parental involvement on Site Council.

3. The **Jennie Smith Elementary School** will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

Actively inviting parents via newsletter, backpack notes, and school calendar, agenda book

Having an informed agenda

Have all necessary information, forms, pamphlets, contact information and details readily available

4. The **Jennie Smith Elementary School** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

Sending home newsletters monthly on a pre-determined date each month

Sending home notices of meeting or functions at least one week in advance

Providing Informed Sessions at Open House

Having teachers share information at parent/teacher conferences

Issuing Parent Handbooks for report cards which also explains proficiency levels.

5. The **Jennie Smith Elementary School** will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

Scheduling meetings at a convenient time and place for parents to attend.

Provide babysitting, if necessary

Provide an agenda to dictate meeting and ensure objectives are met/questions are answered

Provide feedback forms/evaluations to make necessary adjustments to meet needs

6. The **Jennie Smith Elementary School** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Notifying parents by mail, letter or phone that reports are available for pick-up over the summer.

Making reports available immediately for pick-up

Reports not picked up in a timely manner will be mailed and/or sent home with students.

7. The **Jennie Smith Elementary School** will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

Notifying families in writing immediately.

8. The **Jennie Smith Elementary School** will provide assistance to parents of children served by the school, as appropriate, in understanding topics 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:

Parental Workshops such as:

Reading Night

Writing Night

Math Night

Science/Social Studies Night

Art Night

Title I Information Nights

Invitations to Title I Annual Conference

Open House

Parent Teacher Conferences

Parent Report Card Handbook

Invitations to participate in Site Council

9. The **Jennie Smith Elementary School** will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:

Holding Parent Nights for curriculum areas (i.e. Math, Reading, Science, Social Studies)

Kindergarten Workshop (twice a year)

Providing Materials and giveaways to support parents helping their children at home.

10. The **Jennie Smith Elementary School** will, with the assistance of its parents, educate its teachers, pupil services personnel, principals 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 schools, by:

Sharing Survey Information

Promoting Positive Parent/Teacher Interaction

Holding and Attending Parent/Teacher Conferences Regularly

11. The **Jennie Smith Elementary School** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with the CEEC, Head Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Educating Parents via Parenting Workshops, Newsletters and Invitations to Conferences/Workshops

Holding Parenting Nights and providing access to outside resources

12. The **Jennie Smith 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 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:

Ensure communications are available in other languages (as resources allow)

Ensure all communications are sent out in a timely manner.

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

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

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying 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;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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PART IV. ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by _____.

This policy was adopted by the **Jennie Smith Elementary School** on **10/6/2015** and will be in effect for the period of 2015-16 School Year. The school will distribute this policy to all parents of participating Title I, Part A children on or before **October 15, 2015**.


(Signature of Authorized Official)

10/7/15
(Date) **Parent/School Compact for Jennie E. Smith Elementary School**

School: _____

Year: _____

Title I School-Wide Plan Required SSP Content Checklist

For each item, either confirm that the Required Content is addressed in the reference section of the online application tool, or address it below. Each statement is a required element per Title I for any School-wide Title I school. Attach this completed page to your SSP.

1. A needs assessment (a review of various data regarding the school's performance to determine the biggest "Need" or Issues at the school);
 - a. See SSP Needs Assessment section

2. School-wide reform strategies;
 - a. See SSP Goals to Strategies sections

3. Instruction by highly qualified teachers;
All teachers at Jennie Smith are highly qualified.

4. Strategies to attract high-quality, highly qualified teachers to high-need schools;
High quality and ongoing PD for teachers, principals, para-professionals, parents and other staff with enough resources to be successful.

5. Professional development;
 - a. See SSP Project Management sections

6. Strategies to increase parental involvement;
 - a. See SSP Goals to Strategies or Project Management sections

7. Plans for transitioning pre-school children to local elementary school programs;
 - a. See District Transition activities (document anything done beyond the District activities below)

8. Measures to include teachers in the decisions regarding the use of assessments;
Site Council members are actively involved in all decisions re: the use of assessments.

9. Timely and additional assistance for students at risk of not meeting the standards;
 - a. See SSP Goals to Strategies sections

10. Coordination and integration of Federal, State and local funds and resources.
 - a. See SSP Project Management section, funding source column