

# Washington Elementary

## Title 1

### Parent Involvement Policy

Washington Elementary School staff believes that well-informed parents who are actively engaged in the decision making process relative to their children's education, contribute significantly to the success of each student and the school as a whole.

#### **I. Parent Involvement with Title 1 Policy**

##### **a. Development and Distribution: 1118 (b)**

The Washington Elementary Title I 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 Title I Program.

Washington Elementary staff will develop jointly with, and distribute to, parents a written Title 1 Policy describing implementation of the requirements in a language that is simple, concise and will be updated periodically to meet changing needs of parents and the school. The policy will be discussed and presented at an annual meeting and then made available to the local community via the school's website.

##### **b. Annual Meeting 1118(c) (1)**

Washington Staff will hold at least one annual meeting to welcome and inform parents of the school's participation in the Title 1 program. An explanation of the program's requirements, the Washington Title 1 policy, the Home-School Compact, and the rights of parents to be involved in the Title 1 program will be provided. Staff will make every effort to vary meetings to accommodate parent's needs. Both afternoon and evening sessions will be scheduled during Parent/Teacher Conferences each November.

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

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

- Curriculum nights
- Parent workshops
- Parent/teacher conferences
- Parent Advisory Council (PAC) meetings
- STP meetings/activities

**d. Involve parents in planning, reviewing and improving the Title I program, including the School and District Parent Involvement Policy 1118(c)(3). 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 Title I plan to meet student and parent needs and share revisions with LEA. 1118(c)(4)(C) & 1118(c)(5)**

Washington Elementary will ensure the involvement of parents in planning and reviewing the Title I program by:

- Reviewing and soliciting feedback related to the Parent Involvement Policy and Title I program at the Annual Title I parent meeting during Parent/Teacher conferences.
- Parent Involvement Policy will be posted on the school's homepage on the district website.
- Reviewing and distributing Home/School Compacts at Open House and Parent/Teacher Conferences, as well as posting on the school's homepage on the district website.
- Conducting an annual parent survey
- Reviewing and revising the Parent Involvement Policy to incorporate suggestions based on the parent survey results.

**e. Provide timely information about the Title I Program, the academic curriculum, assessments used to measure progress and grade level expectations. 1118(c)(4)(A)(B)**

Washington Staff will provide parents with timely information concerning the Title 1 program through, but not limited to:

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|-------------------------|--|
| • Invitation flyers     | • Curriculum documents                 |
| • Online resources      | • Progress reports                     |
| • Meetings              | • Standardized assessment reports      |
| • Workshops             | • Classroom and building newsletters   |
| • Kindergarten Round-up | • Telephone calls/email correspondence |
| • Friday folders        | • Parent/Student Handbook              |

## **II. Share responsibilities for high student academic achievement**

### **a. Home-School Compact 1118(d)(1) 7 1118(d)(2)(A)**

Washington staff and parents jointly developed and adopted a Home/School Compact to outline the school's responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment and the parent's responsibility for supporting their children's learning. Washington Staff distribute and review the Home/School Compact during Parent Teacher Conferences each fall. All parties will sign the compact which will signify their understanding and commitment.

The Home-School Compact is reviewed annually by the staff, the Parent Advisory Council (PAC) and the Student-Teacher-Parent (STP) organization. Revisions are made based on parent and staff input.

### **b. Provide frequent reports to parents on their children's progress 1118(d)(2)(B)**

Washington Elementary will provide information on a regular basis related to student's academic progress in a variety of forms, including, but not limited to:

- Weekly folders of student work
- Quarterly progress reports
- Standards based report cards
- Parent/teacher conferences

### **c. Afford parents reasonable access to staff. Provide opportunities for parents to volunteer participate and observe in the child's classroom. 1118(d)(2)(C)**

Parents are encouraged to be actively involved in improving their children's academic achievement. This will be accomplished by, but not limited to:

- Parent classroom visits
- Parent volunteering in school
- Parent involvement activities and trainings offered throughout the school year
- Parent/Family Curriculum Nights/Family Reading Night
- Parent/Teacher conferences
- STP
- Parent chaperones for field trips

### **III. Building Capacity for Involvement**

#### **a. Provide information and assistance to parents regarding the state and local academic standards and assessments. 1118 (e)(1)**

Washington Elementary will provide the following information to parents to inform them of academic standards and assessments:

- Parent/teacher conferences
- Parent copy of Grade Level Content Expectations available during Parent/teacher conferences
- ELPA results for ELL students sent to parents
- MEAP results sent to parents
- Local assessment information through quarterly report cards, literacy reports, and parent attachments

#### **b. Materials and Training Opportunities 1118(e)(2)**

Washington staff will provide materials and training to parents. Resources available to train parents to work with their children to improve achievement include, but not limited to:

- Classroom and building newsletters
- School Website
- Community resource lists
- District Television Station
- Parent Nights
- Kindergarten Round Up

#### **c. 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)**

Washington, with the support of parents and other agencies, will provide opportunities to educate teachers, pupil service personnel, principals, and staff on topics such as how to reach out to, communicate with, and work with parents as equal partners, coordinate and implement parent programs, build ties between home and school, and to value and utilization of contributions given by parents.

**d. Coordinate parent involvement activities with other programs. 1118(e)(4)**

Washington Elementary will work to coordinate programs to ensure success by coordination and mutual support with the following organizations:

- area pre-schools
- Early On
- STP
- Head Start
- Local public library
- Community recreations department

**e. Inform parent of school and parent programs in a timely and practical format in a language they can understand. 1118(e)(5)**

Washington staff will provide information in user-friendly manner, such as :

- Friday folders
- Classroom and building newsletters
- 4<sup>th</sup> & 5<sup>th</sup> grade daily planners
- Parent attachments with report cards
- Accommodations for deaf parents, as needed
- Interpreters, as needed

**f. Provide support for parental involvement at their request. 1118(e) (14)**

Washington Elementary will make every effort to support our parents and make sure their needs are met in order to foster more positive parent involvement. We have an open door policy for parents with both admistration and staff.

#### **IV. Accessibility**

**a. Parent involvement activities accessible to all parents, including those with disabilities and parents who use English as their 2<sup>nd</sup> language. 1118 (f)**

Washington will provide opportunities for the participation of Limited English Proficiency parents, parents of migratory children, and parents with disabilities, in the following ways:

- Flexible meeting times
- Handicapped accessible facilities
- Phone conferences
- Communications in a language parents can understand
- Accommodations for deaf parents
- Collaboration with community agencies