



Washington Elementary School



School Wide Parental Involvement Policy 2011-2012

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Appendix D: School Wide Parental Involvement Policy

PART I.

GENERAL EXPECTATIONS

Washington Elementary School agrees to implement the following statutory requirements:

- The school will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school will incorporate this school wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school and its schools 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 a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 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 State Department of Education.
- 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 one percent reserved goes directly to the schools.

- The school will be governed by the following statutory definition of parental involvement, and expects that its Title I schools 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.

- The school will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

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

1. **Washington Elementary School** recognizing that parental involvement is a key to academic achievement, we seek to involve parents or guardians in an effective home-school partnership that will provide the best possible education for our students. Washington Elementary School will take the following actions to involve parents in the joint development of its school wide parental involvement plan under section 1112 of the ESEA:

- Understand the importance of communication between the teacher and parents on on-going bases through at the minimum:
 - a) Parent-teacher conferences twice a year
 - b) Frequent reports to parents on the child's progress
 - c) Providing training and materials for parents or guardians to help their children achieve academically and socially.
- Offer reasonable access to staff, opportunities to volunteer and participate in the child's classroom, and observe classroom activities.
- Jointly developing a school/parent compact which outlines how parents or guardians, the entire school staff, and students all share responsibility for improved student achievement. The compact will also describe the means by which the school and parents or guardians will build and develop a partnership to help children achieve our high standards and this compact shall be distributed at annual meetings.
- Convene an annual meeting in September of each school year to discuss Parental Involvement, Parent/School Compact, and Parent Policy.

- Continue to have an established PTO to be a vehicle for parent participation and concerns.
2. **Washington Elementary School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
- The schools responsibility to provide high quality curriculum and instruction in a supportive effective learning environment that enables children served under the Title 1, Part A to meet the State's academic achievements standards.
 - School administration and staff will hold workshops to explain NJASK results, DRA Results and other Benchmark Data.
 - Appropriate Parent workshops.
3. **Washington Elementary School** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
- The school will openly welcome parents as partners in learning through formal and informal parent involvement activities.
 - All staff members will be asked to support parent involvement activities.
 - Provide parents with information about programs, a portrayal and explanation of the curriculum in use at our school.
 - Convene an annual meeting at a convenient time to inform parents of our participation in Title 1, Part A programs and explain the Title 1, Part A requirements and the right of parents to be involved by:
 - a) Offering meetings at flexible times, such as in the morning, midday and evening.
 - b) Involve parents in the planning and reviewing of the Title 1 programs.
4. **Washington Elementary School** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:
- Provide training and materials to help parents work with their children to improve their children's achievement.
 - Conferencing and obtaining input with parents of children who have a variety of educational needs.
 - 2 transitional kindergarten classrooms are provided resource from the Pre-School program. In district and out of district Early Childhood Providers provide forums for the site directors to become familiar with the school.

5. The Washington Elementary School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

- The survey will take place twice a year fall and spring. The survey will be distributed by classroom teachers and at designated PTO meetings. The PTO officer's, parent liaison, ESL staff, the DATA-PD plan personal and staff members of Washington Elementary School will be responsible for reporting the results. The results will show how we are doing as a school.
- Reading recovery is implemented for First Grade
- May provide necessary literacy training from Title I funds if the School District has exhausted all other reasonably available sources of funding for such training.

1. The Washington Elementary School will build the schools' and parent's 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. The school will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school or school, 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,
- how to work with Educators

C. The school will, with the assistance of its schools, 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:

- Offering information to all parents through the district website and school newsletter.
- Offering parents e-mail addresses and phone extension for accessibility to school staff
- Providing all students with a student handbook.

- Hosting Parent Teacher conferences twice a year and an annual Open House night.
- D. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, 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:
- Instructional materials provided for at home student use.
 - Back to School night for parents and community members.
 - School newsletters for all parents.
 - District website.
 - Welcoming outside organizations to share information with parents.
- E. The 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:
- All important informational fliers and notifications are sent home in both English and Spanish;
 - Upcoming programs and events will be listed on the school monthly calendar.
 - Information is related to parents via the Parent Liaison who makes contact with parents on a daily bases.
 - The district has an approved ESL program, which stands ready to assist any ESL families.
 - Face to face and telephone meetings with parents are encouraged.

PART III. DISCRETIONARY SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The School wide 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 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 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;
- in order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school wide 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; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.]

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PART IV. ADOPTION

This School wide 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 Washington School Parents and Staff.

This policy was adopted by the Washington Elementary School on 09/27/2011 and will be in effect for the period of one year. The school will distribute this policy to all parents of participating Title I, Part A children on or before October 2011.

(Signature of Authorized Official)

(Date)