



## **WOODROW WILSON ELEMENTARY SCHOOL PARENT INVOLVEMENT POLICY**

### **PART I.**

#### **GENERAL EXPECTATIONS**

The **Woodrow Wilson 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*

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

1. The **Woodrow Wilson 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:

- ❖ PTO President will be a member of the School Leadership Council
- ❖ Parents will have an active role in developing the Unified School-Wide Plan
- ❖ Parent PTO Officers will comprise the Wilson Parent Advisory Council; meetings will be held on a quarterly basis to get parent involvement in the development and implementation of the Parent Involvement policy

2. The **Woodrow Wilson 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 PTO President and officers will be trained on how to interpret the results of NJASK and Benchmark data as it relates to students' strengths and weaknesses.
- ❖ A workshop will be given for parents to better understand the DRA levels as they relate to students' reading ability.
- ❖ Parents will receive a list of expectations regarding their participation and involvement in their child's academic school year including homework assistance, behavior, reading at home, and school attendance.

3. The **Woodrow Wilson 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:

- ❖ Parents will receive a list of expectations regarding their participation and involvement in their child's academic school year including homework assistance, behavior, reading at home, and school attendance.
- ❖ The homeroom parent for each classroom will support classroom activities and enhance the collaboration between home and school.

4. The **Woodrow Wilson Elementary School** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:

- ❖ Reading Recovery for identified students in grade 1
- ❖ 100 Book Challenge School-Wide (All grades)

5. The **Woodrow Wilson 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.

- ❖ All information sent home will be written in English, Spanish, and other languages (if necessary).
- ❖ Parents will receive a copy of the Title One Parent Compact in English, Spanish and other languages (when necessary).
- ❖ Families United PLC will collaborate with Homeroom Parents, PTO President and Officers to develop the 2012-2013 Wilson School Parent Activities Calendar.
- ❖ The members of the Families United PLC and Parent Advisory Council will develop and distribute a survey to parents no later than May 1, 2012 to provide data to determine the effectiveness of the Parent Involvement Policy. This data will be used to tweak the policy to better meet the needs and challenges of the parents serviced by Wilson School.

1. The **Woodrow Wilson 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 District will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school or schools, 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:
- ❖ Monthly PTO Meetings/Trainings – Meetings focus on the following topics: Reading, Mathematics and Science, FAST Mega Skills Training, Test Taking Strategies, and Data Analysis dissemination to parents.
  - ❖ Parent Teacher Conferences, Progress Reports on a quarterly basis, Report Cards and Randomly Scheduled (by individual classroom teachers) Parent Teacher meetings
- B. The District 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:
- ❖ The school will offer at least two (2) Saturday Technology Trainings for parents to learn how to browse the Web, access educational programs, and research projects to enhance students' learning.
  - ❖ Families United PLC will provide parents with a printed guide on how to work with their child at home to prepare them for a lifetime of success. This guide will include tips such as:
    - 101 Phrases of Praise
    - Importance of Regular Attendance, Punctuality
    - How to Read for Success
    - Helping Your Child Become a Better Math Student
    - Helping Your Child Deal with Bullies and Bullying
    - Getting ready for the Parent/Teacher Conferences
    - Interpreting your child's report card and Progress Report
- C. The District will, with the assistance of its schools and 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:

- ❖ Parents invited to share information about their careers, hobbies, clubs, and community organizations while serving as mentors and tutors on a voluntary basis.
  - ❖ Parents will always be supervised by a certified staff member while serving in this capacity.
- 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:
- ❖ Reading Recovery for identified students in grade 1
  - ❖ 100 Book Challenge School-Wide (All grades)
  - ❖ Update and re-p replenish the Wilson Parent Resource Center
- 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:
- ❖ Parents will receive a copy of the Title One Parent Compact in English, Spanish and other languages (when necessary). Signed Parent Compacts will be stored in the Main Office for reference and use as needed.
  - ❖ All information sent home will be written in English, Spanish, and other languages (when necessary).
  - ❖ Homeroom parents will be liaison between home and school. They will remind parents of meetings for school, classroom and community events.

**PART III. DISCRETIONARY SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

- 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;
- training parents to enhance the involvement of other parents;

- 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.

PTO meetings and other sessions will be held at various times during the day, that is morning, afternoon, and evening meetings will be scheduled

Outside individuals, agencies, and faith-based organizations will be used to provide sessions for our parents that focus on financial planning, health fairs, etc.

PTO Elected Officers will serve as the Parent Advisory Council; they will meet on a quarterly basis, initial sessions will be facilitated by members of the Families United PLC, teachers and the principal. The ultimate goal is that parents will be able to facilitate sessions and also work collaboratively with the individuals from Wilson School to help achieve the goals and objectives of the Parent Involvement Policy.

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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 Waldemar Ronquillo, PTO President and Members of the Wilson Families United Professional Learning Community.

This policy was adopted by the Woodrow Wilson Elementary School on September 26, 2011 and will be in effect for the period of September 2011-June 2012. The school will distribute this policy to all parents of participating Title I, Part A children upon approval of the Trenton Board of Education.

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*(Signature of Authorized Official)*

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*(Date)*