

Todd Lane Elementary School

School Parental Involvement Policy

PART I. GENERAL EXPECTATIONS

The Todd Lane 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 the district 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 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 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 to the district any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school will involve the parents of children served in the Title I, Part A school 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 school.

- 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, twoway, 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 district 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 PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The Todd Lane Elementary School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1112 of the ESEA:
 - a) Distribute an annual invitation to participate notice to all parents involved with the Title I program*
 - b) Make the school and district-wide parent involvement policy available for review in the district and on the district maintained web-site*
2. The Todd Lane Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - a) Distribute an annual invitation to participate notice (school review and/or improvement) to all parents involved with the Title I program*
 - b) Solicit parental input through an annual Needs and Concerns survey*
 - c) Make the school and district-wide school review and improvement plans available for review in the district and on the district maintained web-site*

3. The Todd Lane 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:
 - a) *Maintain active and updated electronic database of parents involved with the Title I program*
 - b) *Coordinate the annual parent meeting and other related Title I related events*
 - c) *Provide Title I staff contact information to all parents involved with the Title I program*

4. The Todd Lane Elementary School will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Insert programs, such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:
 - a) *Maintain active communication with aforementioned locally established organizations (phone calls, e-mail, attending agency meetings, etc.)*
 - b) *Attempt to facilitate an annual meeting (on or off site) for district Title I staff and local agencies' representatives (Head Start, pre-school programs, etc.) to discuss and coordinate parent involvement processes*

5. The Todd Lane 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.
 - a) *Have involved parents participate in drafting an annual Needs and Concerns survey*
 - b) *Solicit parental input through an annual Needs and Concerns survey*
 - c) *Analyze the survey results for possible program and parental involvement impacts*

6. The Todd Lane 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) The school will, provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph –
 - 1) the State’s academic content standards,
 - 2) the State’s student academic achievement standards,
 - 3) the State and local academic assessments including alternate assessments,
 - 4) the requirements of Part A,
 - 5) how to monitor their child’s progress, and
 - 6) how to work with educators:
 - a. *The school will host an annual parent meeting (typically each fall)*
 - b. *The school will disseminate information regarding parent workshops, trainings, conferences, etc., to all parents involved with the Title I program*
 - c. *The school will maintain its involvement with the Beaver Valley Intermediate Unit’s (IU27) annual Title I conference (held each spring)*

- b) The 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:
 - 1) *Distributing flyers and notices for these types of activities to all parents involved with the Title I program*
 - 2) *Offering school sponsored and district sponsored parent trainings that focus on early childhood literacy development*
 - 3) *Providing district funded training opportunities for the Title I staff*
 - 4) *Involve the district literacy coach in the aforementioned trainings and workshops*

- c) The school will, 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 school, by
 - 1) *Providing district funded training opportunities for the Title I staff and other district staff involved with the Title I program*

2) Offering school sponsored and district sponsored parent trainings that focus on early childhood literacy development and communication skills and methodologies (as needed)

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:

1) Distribute outside agency meeting notifications (as available) to all parents involved with the Title I program

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:

1) Disseminate all notices through students involved with the Title I program

2) Post notices in the school and on the district maintained website

3) List Title I staff and district contact information on all notices

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

The Todd Lane Elementary School agrees to the following 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 district has exhausted all other reasonably available sources of funding for that training;
- 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 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 of ESEA as parents may request.

PART IV. ADOPTION

This Todd Lane Elementary School Parental Involvement Policy was adopted by the Central Valley School District on September 15, 2011, and will be in effect for remainder of the 2011 – 2012 school year. The school will review, revise and distribute this policy to all parents of participating Title I, Part A children each school calendar year.

(Signature of Authorized Official)

(Date)