

Parent Involvement Policy

Draft

Title I regulations require that each school served under Title I jointly develop with and distribute to parents of participating children, a written parental involvement policy agreed on by the parents that describes the requirements of (c) through (f) as listed below and outlined in Title I law:

A. POLICY INVOLVEMENT

Sunset View Elementary School will--

1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

(Describe when and where the annual meeting will be held.)

The Annual Meeting will be held on August 14, 2008 during Back to School Night. The location for the meeting will be in the Tutoring Center.

2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;

(Describe how flexibility is provided.)

Three sessions of the meeting will be held throughout the evening of Back to School Night. The Title 1 Facilitator will also be available to distribute and explain the information that was presented during SEP conferences held after school beginning at 2:00 in the afternoon Aug. 20- 28. There will be extended hours on Aug. 21st. The Title 1 Facilitator will also be available to meet with parents at 7:30 a.m. on Aug 27th.

3. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including planning, review, and improvement of the school parental involvement policy;

(List actions.)

• **Parent Surveys at Parent Teacher Conferences**

• **Hold Title 1 planning meeting in May to review the work of the Parent Involvement Team, School Community Council and Title 1 Planning Team and review the Title 1 Plan and Home-School Compact for the coming year.**

4. Provide parents of participating children –

i. timely information about programs under this part;

ii. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and

iii. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

(List actions.)

• **Title 1 Brochure with program descriptions**

• **School Report Card**

• **Parent/Teacher Conferences – Parents will meet with teachers and discuss the progress of their children. They will also have the opportunity to visit information areas that present the programs available at the school.**

• **PTA Meetings**

• **School Community Council**

• **Principal, Facilitator, Title 1 Facilitator and Special Education Facilitator as well as classroom teachers are all available to receive input from parents about the education of their children, the assessments used to monitor progress and the academic programs used by the school.**

5. If the schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

(List actions.)

• **Comments will be attached to the plan.**

• **The Plan with comments attached will be posted to the School Website.**

• **The Plan with comments will be available to parents in the School Office**

B. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT As a component of the school-level parental involvement policy, Sunset View Elementary School will jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

(List actions.)

• **The Home-School Compact will be reviewed annually during the Title 1 Planning meeting held in May.**

• **The Compact will be included in the Student Handbook.**

• **The Compact will be posted to the School Website.**

• **The Compact will be posted to the Title 1 Bulletin Board.**

• **The Compact will be available and presented at the Annual Meeting.**

C. BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, the school –

a. Will provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

(List actions.)

- **Information on these topics will be presented at the information areas at Parent Teacher Conferences held in the Fall in and the Spring.**
- **Parent Teacher Conferences with distribution of Standards Reports**
- **Parent Center**
- **Parent Involvement Activities**

b. Will provide materials and training to help parents to work with their children to improve their childrens' achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;

(List actions.)

- **Students will be provided with books from the Take Home Library. It is the expectation the parents will read these books with their children. Ideas about how to do this will be sent home with the Take Home Books**
- **Darlings and Donuts Activities**
- **Helpful tips for parents to help their students increase their academic performance will be distributed once a quarter at the Darlings and Donuts activities, Parent Nights or Parent Teacher Conferences.**
- **The Technology department is one of the presentation areas at Parent Teacher Conferences.**
- **Summer Success Night will provide information about the importance continued academic activity during the summer and provide materials to do this.**
- **As appropriate materials from the Parent Parties program will be used to increase parents' capacity for involvement.**

c. Will educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school;

(List actions.)

- **Results of the Parent Surveys will be shared with school personnel.**
- **Positive parent involvement experiences will be discussed at Professional Development.**
- **ESL Endorsement Classes**
- **Professional Development on communicating with parents.**

d. Will, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the 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;

(List actions.)

- **Sunset View Parent Center**
- **Preschool Transition Meetings**

e. Will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand;

(List actions.)

- **Monthly School Newsletters will be sent home in English and Spanish.**
- **Translation help will be available in the office during limited hours each day. This will be advertised on School Notes that are sent home and on the school website.**
- **To the extent possible interpreters will be provided at Parent Teacher Conferences and other School Meetings.**

D. ACCESSIBILITY

In carrying out the parental involvement requirements of this part, Sunset View Elementary School, to the extent practicable, will provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

(List actions.)

- **To the extent possible interpreters will be available at Parent Teacher Conferences and other School Meetings.**
- **Translation help will be available in the Office during limited hours each day.**
- **Departments within Sunset View will network with parents, community and school to ensure that the needs of students and their parents' involvement are met.**