

## **Northwestern Elementary School-Level Title I Parent Involvement Policy**

The administration, staff and parents of this school believe that the improved academic achievement of each student is a responsibility shared by the entire school community to prepare students for a lifelong love of learning.

Parent involvement activities in the school will include opportunities for:

- Parents to volunteer and be involved in school activities
- Staff development and parent education
- Parents to provide home support for their student's education
- Parents to participate in school decision-making
- Effective communication between the school and parents

### **Responsibilities**

The School will:

- Provide a high-quality curriculum and instruction in a supportive and effective learning environment enabling students to meet the state academic standards. The school will employ highly qualified teachers who will be provided professional development and will continually update resources and maintain an environment that facilitates learning.
- Involve parents in an organized, ongoing and timely way in the planning, review and improvement of Title I programs, plans and policies.

With regard to the School-Level Parent Involvement Policy, the School will:

- Facilitate and implement the parent involvement policy.
- Involve parents in the planning, review and improvement of the policy at least annually by inviting them to take part in developing the School Improvement Plan (SIP).
- Provide the policy in an understandable and uniform format and to the extent practicable, in a language the parents can understand.
- Make the School Parent Involvement Policy available to the community at the Fall Open House, online through the school / district websites as well as in the school office.

With regard to parent meetings, the School will:

- Host an annual meeting at the Open House in August to inform parents of their school's participation in Title I, the requirements of Title I and the right of parents to be involved.

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- Inform parents of the meeting and encourage and invite parents to attend through notices sent home with students, monthly newsletter, and via the district and school web page. Parents unable to attend will be offered an alternative time to meet with the principal and/or teacher.

With regard to Title I Programs and Plans, the school will:

- Inform parents at the Open House about the goals and purposes of Title I, any Title I programs at the school, the curriculum used in the programs, the academic assessments used to measure student progress, and the proficiency levels students are expected to meet
- If the Title I plan is not satisfactory to the parents, submit any parent comments on the plan when it is submitted to the district.
- If requested by parents, provide opportunities for regular meetings of parents and school personnel where parents may offer suggestions and ask questions regarding Title I policies and programs.
- Administrators will provide timely responses to parents' suggestions and questions.

With regard to professional development, the school will:

- Provide training to school staff to strengthen parent involvement efforts relating to:
  - the value and utility of contributions of parents
  - how to reach out to, communicate with, and work with parents as equal partners
  - implementing and coordinating parent programs
  - building ties between parents and the school
  - parental participation in homework and teacher communication

With regard to the coordination with other programs, the school will:

- Collaborate with community agencies and businesses to provide activities that encourage and support parent participation in the education of their student :
  - Working with PTO,
  - Mentoring programs,
  - Tutoring or homework programs
  - School facilities improvements.

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- **Provide materials and training to help parents work with their student to improve the student's achievement, such as literacy training and using technology as appropriate, to foster parental involvement**
  - **Family reading/math nights**
  - **Destination Math and Reading portal version**
  - **Parent/Teacher conferences**
- **Ensure that all information related to school and parent programs, meetings and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand :**
  - **Provide monthly newsletter informing parents of activities, workshops, awards, and important telephone numbers**
  - **School website**
  - **Assess the needs of parents, teachers, and students through online surveys.**
  - **Provide access to educational resources for parents to use together with their students via links on the school website and monthly building reader**

### **The staff will:**

- **Assist the administration in facilitating and implementing the School Level Parent Involvement policy and parent involvement activities.**
- **Advise parents of their student's progress on a regular basis through**
  - **JPAMS**
  - **Work packets every two weeks**
  - **Nine week progress report**
- **Be readily accessible to parents and provide opportunities for parents to meet with them on a regular basis to discuss their student's progress and to participate as appropriate in the decisions relating to their student's education. Hold at least one parent/teacher conference during the year at which the Student/Parent/Teacher Compact will be discussed as it relates to the student's achievement.**
- **Provide opportunities for parents to volunteer and participate in their student's class and observe classroom activities.**

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I have received a copy of Northwestern Elementary School Parental Involvement Policy and was given an opportunity to offer suggestions for improvement.

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date