

## School-Level Parental Involvement Plan/Policy



### School Parental Involvement Policy

*Jeff Davis Primary School*

*School Year 2017 - 2018*

*Revision Date 06/01/2017*

In support of strengthening student academic achievement, **Jeff Davis Primary School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents of participating children a written parental involvement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Jeff Davis Primary School** agrees to implement the following requirements as outlined by Section 1118:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent involvement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parental involvement policy available to the local community.
- Provide full opportunities, to the extent practicable, 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, including alternative formats upon request and, to the extent practicable, in a language parents understand.

- If the schoolwide program plan under Section 1114(b)(2) of the ESEA 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.
- Be governed by the following statutory definition of parental involvement and 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) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) 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) Other activities are carried out, such as those described in Section 1118 of the ESEA

### **DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOLWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

#### **JOINTLY DEVELOPED**

**Jeff Davis Primary School** will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

*1. Parents will be invited to a meeting in the spring/summer of the school year to plan, review, and improve upon the school parental involvement policy. Any comments, suggestions from parents are considered. The meeting is advertised and open to all parents.*

*2. Parents on the school council have an opportunity to plan, review, and make suggestions to the school parental involvement policy.*

*3. The Jeff Davis Primary School Parental Involvement Policy is posted on the county website.*

#### **ANNUAL TITLE I MEETING**

**Jeff Davis Primary School** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parental involvement policy, the schoolwide plan, and the school-parent compact.

*The annual Title I Meeting that initially informs parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved is held in early fall (September 2018). The meeting is held at 6:00 in the afternoon. A presentation is done at a meeting and parents are provided a PowerPoint that informs them of the Title I information and told where copies of the Title I information may be found. The school parental involvement policy, the schoolwide plan, and the school-parent compact are all discussed at this meeting. All parents are invited to the meeting. The meeting is advertised in the local newspaper, on Facebook, Remind 101, and fliers are sent home announcing the meeting.*

## COMMUNICATIONS

**Jeff Davis Primary School** will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parental involvement.
- 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. An annual meeting is held to inform parents about where to locate the parental involvement policy. The PowerPoint for this meeting is translated and translators are at the meeting.*

*2. A student handbook is provided to all students with a school calendar for dates about school and parent programs that are upcoming.*

*3. A monthly calendar and/or fliers are sent home with students for parents with meetings and upcoming events. Translated versions of these are sent home as needed.*

*4. The parental involvement policy is distributed to parents through a package sent home at the beginning of the school year and is also posted on the county website.*

5. *Jeff Davis Primary hosts a variety of meetings for parents to attend such as open house, parent nights for content areas, and afterschool activities for parents.*

### **SCHOOL-PARENT COMPACT**

**Jeff Davis Primary School** will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

- 1. Parents are invited to attend a meeting in which the school-parent compact is reviewed for the purpose of them offering feedback and /or suggestions.*
- 2. Parents on the school council are provided with an opportunity to review and offer feedback/suggestions about the school-parent compact.*
- 3. All staff members are given the opportunity at a meeting to give input for the revision of the school-parent compact.*

### **RESERVATION OF FUNDS**

**Jeff Davis Primary School** will take the following actions to 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 by:

*The system makes the decision to hire a parent liaison to assure that the 1 percent of Title I, Part A funds is spent on parental involvement. Parents at Jeff Davis Primary School are made aware of this at the annual Title I meeting. Parents are also made aware of this as the plans are updated each year.*

### **COORDINATION OF SERVICES**

Jeff Davis Primary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, 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:

*The school improvement specialist will meet with pre-k parents near the end of the pre-k year to let parents know how they can be involved in their child's education at the primary school. Pre-k students tour the primary school in the spring. The primary second grade students tour the elementary school in the spring as well. The school staff works with Family Connections to promote involvement of families. The Jeff Davis Extension Office provides workshops. Local churches and businesses donate funds, time, food, etc. for reading rewards, attendance parties, good behavior awards, and other activities. School council meetings are held quarterly. Parents, teachers, administrators, and community members provide assistance to parents as students transition from one school to another. Also, the migrant*

## **BUILDING CAPACITY OF PARENTS**

**Jeff Davis Primary School** will build the parents' capacity for strong parental involvement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet.
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - 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 Title I, Part A.
  - How to monitor their child's progress.
  - How to work with educators.

*(Describe/List activities, such as workshops, conferences, classes, online resources, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

*Parents are invited to participate in parent content nights (reading, math, testing, and technology). Parents learn about expectations/state standards and assessments as well as how to help their child at home and they learn about some tools to assist them with monitoring their students' progress.*

*Parents are invited to an open house at the beginning of the year to meet the teacher and to learn about expectations for the year.*

## **BUILDING CAPACITY OF SCHOOL STAFF**

**Jeff Davis Primary School** will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate, 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 the school by:

- 1. A brochure will be created for teachers that remind them of tips for working with parents as equal partners.*
- 2. Teachers will work with parents on Parent/Teacher/Association.*
- 3. The parent liaison may present material learned at conferences and/or workshops to teachers.*

**Jeff Davis Primary School** will provide other reasonable support for parental involvement activities under Section 1118 as parents may request by:

- 1. Parents are provided an opportunity to give feedback after each parent activity. Their input on these evaluations is used in planning future events.*
- 2. Parents are invited to assist in the planning, development, and implementation of all school plans.*
- 3. Annual surveys are sent to parents for rating the school in various areas and to provide an opportunity to give suggestions and/or feedback.*
- 4. School council meetings are held quarterly to encourage all stakeholders the opportunity to work together.*

**DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT**  
**POLICY COMPONENTS (Optional)**

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide 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.
- Pay 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.
- Train parents to enhance the involvement of other parents.
- To maximize parental involvement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.
- Adopt and implement model approaches to improving parental involvement
- Establish a schoolwide Parent Advisory Council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.