

September, 2016

WESTERN WAYNE SCHOOL DISTRICT
EVERGREEN ELEMENTARY SCHOOL
TITLE I PARENT INVOLVEMENT POLICY

1. Purpose

EverGreen Elementary believes that a child's education is a shared responsibility between the school and the parents. Parents are a child's first teacher. When parents value learning, children value it as well. To be sure that the child's best interests are served, home and school must maintain a strong partnership with open communication.

2. Authority

Learning can only take place in a safe, orderly risk-free environment. EverGreen Elementary believes that it is the parents who hold the responsibility for their children's behavior in school. During School hours, the Board, through its designated administrators, acts "in loco parentis," or in place of the parents.

3. Guidelines

EverGreen Elementary directs that the following activities be implemented to encourage a strong parent-school partnership:

- a) Open House: An annual Open House will provide parents with the opportunity to meet their children's teachers. During Open House, the following activities will take place:
- A meeting will be held to inform parents of the school's participation in the Title I program, to explain the requirements of the program and to remind parents of their right to be involved.
 - Parents will have the opportunity to sign the Title I Home/School Compact. This compact was jointly developed by parents and describes how teachers, parents and students will work together to improve student achievement.
 - Parents will receive grade-level packets of materials. These materials will help parents know what skills and strategies are being taught at each grade level. This will help parents when they are working with their child at home. In addition, parents will receive handouts regarding any scheduled upcoming meetings and training workshops.

- b) Parent Advisory Council Meetings: These meetings are held throughout the year. At these meetings, the Title I Parent Involvement Policy will be developed and agreed upon by parents of Title I children. This policy will be reviewed from time to time, so that revisions can be made. All Title I parent involvement policies will be posted on the Title I website, as well as distributed to parents of participating children.

The Title I Compact will be reviewed annually at the Parent Advisory Council meetings. The Compact will be revised as needed, in order to reflect how parents, school staff and students contribute to student achievement.

In addition, the school's Title I program will also be reviewed, so that parents can have input into improving the program. One focus of this committee will be to analyze the amount of involvement of Title I parents. The amount of parental involvement will be determined by looking at sign-in sheets from Title I-sponsored events. Based on that information, the committee will discuss barriers to parent participation and offer suggestions for improvement.

- c) Parent/Teacher Conferences: Parent/Teacher conferences occur in November. These conferences take place during and after the school day. During Parent/Teacher conferences, teachers will go over the curriculum expectations for that time, explain how students are assessed and let parents know what proficiency levels students are expected to meet. Parents will learn how to monitor children's progress and how to work with teachers.
- d) Parent Workshops: The school will provide materials and training to help parents to work with their children, in order to improve student achievement. Title I staff members will also conduct information sessions in order to explain local academic assessments, academic content standards, and student achievement standards. Parents will also receive information about monitoring children's progress. Workshops and training sessions will be open to Title I parents, as well as any parents whose children participate in federal programs, such as Head Start. Technical assistance will be provided to Title I teachers through the Technology Department, in order to plan and implement effective parent involvement activities. Title I funds may be used to pay for any reasonable and necessary expenses associated with these activities. Please note that parent workshops are contingent upon the Title I budget for the school year.
- e) Meeting of Parents and Staff Members: If necessary, parents and staff members will meet at various times throughout the year to discuss individual students who have specific needs, or who are not making sufficient progress. These meetings can be requested by either the school or the parent. These meetings can be held regularly throughout the year if periodic updates on student performance are needed. These meetings will be held at times that are convenient to both parents and participating staff members. Parent input is welcomed and encouraged in making educational decisions about their children. Any decisions made should be carried out in a timely manner.
- f) Communication with Parents: The school will provide parents with current information about the Title I program. This will occur through the Principal's Report, which is a monthly summary of what is happening at each grade level, as well as through monthly Title I newsletters and Title I website updates. Website links will be available to assist parents in accessing informational websites, such as the Pennsylvania Department of Education, the core reading series, and additional educational activity sites. Through the Title I website, the school will help parents to understand the State's academic content standards, student achievement standards, and local academic assessments. Any information related to school and parent programs, meetings and other activities will be sent to parents in a format and in a language that is easily understood.

For the benefit of children, the school believes that parents have a responsibility to encourage their children's career in school by:

- ensuring that their children attend school regularly and on time.
- reading all communications sent home and responding to them appropriately.
- giving children a quiet place to study and making sure students complete daily homework assignments.
- reading to and/or with children daily for 15 minutes.
- attending school functions and meetings, such as open house, parent conferences and any Title I meetings.
- communicating with classroom and Title I teachers, in order to keep track of their child's progress.

