



**Title I
Parent Involvement Plan
Parkway Manor Elementary School**

1. Parkway Manor Elementary School will involve parents in the planning, review and improvement of the school's Parent Involvement Policy by the following activities:
 - Sharing policy at the September Open House
 - Parent surveys distributed at the Parent Workshops
 - Parent Advisory Council (PAC) meetings
 - Parent survey at the end of year
2. Parkway Manor Elementary School will hold annual meetings to inform parents of the school's participation in the Title I program and to explain the requirements of the program and their right to be involved in the following:
 - Rights and explanation of the Title I program requirements will be presented to parents at Open House.
 - Rights and explanation of the Title I program requirements will be presented to parents unable to attend meetings by making an appointment with the Reading Specialist or Title I Director.
3. Parkway Manor Elementary School will utilize Title I funds to pay reasonable and necessary expenses associated with parent involvement activities if necessary by:
 - Providing childcare during meetings.
 - Providing free academic materials for parents to utilize with their children.
4. The parents at Parkway Manor Elementary will be involved in the planning, review and improvement of the school's Title I program by:
 - Offering suggestions for programmatic changes at the Parent Workshops.
 - Offering suggestion for programmatic changes by completing surveys after each parent workshop and at the end of year.
5. Parkway Manor Elementary School will provide parents of participating children with timely information about the Title I program including
 - Entrance communication via phone calls
 - Invitations for workshops
 - Monthly newsletters
 - Title I website
 - Parent-Teacher conferences
 - PAC meetings
6. Parkway Manor Elementary School will provide parents of participating children with 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 by presenting parents with the information at
 - Parent-Teacher conferences
 - September Open House
 - Assessment and Curriculum found on the PSD Website
 - Parent Workshops
7. Parkway Manor Elementary School will provide assistance to parents' understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children. Assistance will be provided:

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- Parent-Teacher conferences
 - Parent workshops
 - Title I website
 - RTII meetings
8. Parkway Manor Elementary School will provide, 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 suggestions as soon as practicably possible by:
- RTII process
 - Parent-Teacher conference
 - By appointment with the Reading Specialist or Title I Director
9. Parkway Manor Elementary School developed jointly, with parents, a school-parent compact which outlines how parents, the entire staff and students share in the responsibility for improved student achievement:
- School-Parent Compact
 - Reviewed at the Parent Workshops
10. Parkway Manor Elementary describes how the school provides materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate to foster parent involvement by:
- Title I parent workshops in Fall, Winter and Spring
 - By appointment with the Reading Specialist or Title I Director
 - RTII meetings
 - Title I website videos
11. Parkway Manor Elementary will educate staff with the assistance of parents in how to communicate with parents and family members and build ties between families and schools.
- Review and update the teacher communications folder with parents at the Parent Advisory Council meetings.
 - Distribute information to staff at school faculty meetings.
12. Parkway Manor Elementary will coordinate and integrate parent involvement programs including public preschool programs that encourage and support parent and family member participation.
- Raising Readers Workshop
 - Preschool visits by principal and/or reading specialist
13. Parkway Manor Elementary will ensure that information will be sent to parents and family members in a format and language that parents can understand.
- Translated documents to be sent home as needed.
 - Provide print and/or digital communication.
14. Parkway Manor Elementary will provide opportunities for the informed participation of parent and family members including families of limited English proficiency.
- Information is sent to ALL families and in collaboration with the ESL teacher.