

Helen Griffith Elementary School
Title I Program
Parent Involvement Policy

The Title I program at Helen Griffith Elementary recognizes the importance of having parents actively involved in all aspects of the Title I program. We realize that all of us working together can create a vital partnership that results in an effective and successful program for our students. The following are the components of this plan.

- Parents of qualifying students will be notified of placement in the Title I program in a timely manner. Parents will be invited to attend a fall informational meeting. At this time parents will be informed of the placement policies, materials, explanation of the Indiana State Academic Standards, forms of academic assessment used to measure student progress, and established goals and methods used with the Title I program. Parent/Teacher Conferences will be held in October for all parents of Title I students to discuss the progress of their child. Individual conferences can be scheduled, if needed, at additional times at the discretion of the teacher and parent.
- A Student/Parent/Teacher Compact will be provided for all parents of Title I students. The Compact has been designed to state responsibilities that parents, students, and Title I staff recognize as being important for success for the students. The Compact will be reviewed and signed by the students, parent(s), and Title I staff. The Title I staff will inform parents of opportunities to volunteer and participate in their child's education. The staff will send home monthly Reading Connections in English and Spanish to inform parents of good reading ideas.
- If requested by parents, Title I will provide opportunities for meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of the child and responds to suggestions at a timely matter. In addition to meetings, Title I will provide support for parental involvement activities as requested by the parents.
- The Washington Community Schools' Title I staff realizes that support from the home and community plays an integral part in the achievement of our students. Title I strongly supports and encourages the involvement of parents in education. Therefore, Title I encourages parents to monitor attendance, homework completion, volunteering in their child's classroom, television watching, and participate in any and all school functions.
- Title I staff will provide parents with information on state standards, assessments, progress monitoring, requirements of Title I, and working with educators. Information will be provided during an annual fall meeting, through progress notices, and at parent-teacher conferences.
 - Title I staff participates in the 90-minute Reading Block "push-in" program to assist classroom teachers in differentiating instruction in a small-group setting. Title I staff also participates in small-group "pull-out" settings where identified students receive access to additional resources to help with academic achievement. Students are assessed daily with various forms of checks for understanding, weekly progress monitoring activities, and at regular intervals (BOY, MOY, EOY) using the Dibels/mClass assessments for Reading, Phonics, and Mathematics. Students are identified as Above, At, or Below grade level and supports are provided to help each student with adequate yearly progress through whole group instruction, small group instruction, and progress monitoring.

- A school-wide Parent Involvement Committee will be formed and will meet on a regular basis. The committee will be comprised of parents, classroom teachers, Title I staff, and administrators. The committee will strive to identify ways that the school division could increase parent participation and involvement in the educational process. Annually the committee will review and revise the Parent Involvement Policy.
- Title I will provide materials, resources, and training to help parents work with their children to improve academic achievement. Resources will be provided in newsletters and other forms of communication. Parent trainings and Family Education Nights will be planned each year based on the school needs assessment and may include Title I Informational Night, Family Literacy Nights, Family Game Night, etc...
- Parents will be given the opportunity to provide input in program development by means of surveys, conferences with Title I staff, and parent involvement committees.
- Title I will coordinate and integrate parent involvement programs and activities with Head Start and public and non-public pre-schools.
- Written communication with parents will be maintained throughout the school year concerning Title I programs. Conferences and school visits will be encouraged. All communication with parents will be made available in a format and language that is understandable to parents. Communication can be made through notes, phone calls, personal visits, or visiting the school's web site, etc...
- Title I staff will coordinate and develop, with parent input, parent involvement activities. The activities should provide the opportunity for parents to become active participants in their child's Title I program. Workshops could be provided monthly during the day and one at night when expressed by the parents. These workshops will be designed around the needs of our students and parents. These could include literacy training and technology use.
- Title I staff will provide opportunities for professional development for all staff members to enhance their effectiveness with parent involvement programs. Administration Annual Professional Development with all staff could include ways to improve parental communication, communicating with parents through today's technology, valuing parental involvement, etc... and any other areas to improve parent/teacher cooperation and involvement as identified through parent/teacher surveys and suggestions from the Parent Involvement Committee.
- (SWP Schools) If the schoolwide program plan under Section 1114 (b)(2) 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 LEA.

This Helen Griffith Elementary School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I programs as evidenced by meeting minutes. _____

Date

The district will distribute this policy to all parents of participating Title I children.

Signature of Authorized Representative

Date