

# Documentation of Parental Involvement

School's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Name: \_\_\_\_\_

**Directions:** Listed below is the documentation of parental involvement activities/mandates that should be provided and kept on file in the Title I office and at the school site. Please include copies of agendas, letters, and parental involvement policies. This must be updated and, turned in on October 31, January 30 and May 28

<b>School Parent Compacts</b> Number Completed: _____	Due Oct. 31		
<b>Back to School Night</b> Number of Parents Attended: _____	Due Sept. 30		
<b>Parent Teacher Conferences (see attached)</b> Total Number: _____	Aug. - Oct. 31	Nov. - Jan. 31	Feb. - May 13 Turn in by May 13
<b>Parent's Letter</b> - Right to request the qualifications teacher and paraprofessionals (send home in August and January)	Date Sent _____ Number Sent _____	Date Sent _____ Number Sent _____	
<b>Parent's Letter</b> - Notification of a non-qualified teacher who will be teaching children for four (4) or more consecutive weeks (send home in August and January)	Date Sent _____ Number Sent _____	Date Sent _____ Number Sent _____	
<b>School Parent Involvement Policy</b>	Due Oct. 31		

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## Parent Workshops:

<p>Helping parents understand assessments and curriculum and to monitor child's progress (ex: parent meetings)</p>	<p>Date of Meetings</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Number of Parents</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Provide materials and training to improve achievement (i.e. literacy training, technology)</p>	<p>Date of Meetings</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Number of Parents</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Provide school staff with the information/tools needed to actively involve parents and implement parent programs</p>	<p>Date of Meetings</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Number of Parents</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>Communicating with parents in a language/format they can understand (i.e. newsletters, progress reports)</p>	<p>Date of Meetings</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Number of Parents</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>



