

James A. Conger Elementary School Parental Involvement Policy/Plan 2011-2012

GENERAL EXPECTATIONS

James A. Conger Elementary School agrees to:

- ∞ 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) that parents play an integral role in assisting their child's learning

(B) that parents are encouraged to be actively involved in their children's education at school

(C) that parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children

(D) the carrying out of other activities, such as those described in section 1118 of the ESEA

- ∞ Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent.
- ∞ Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community
- ∞ Jointly conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the school's parental involvement policy – Done annually by a survey.
- ∞ Use the findings of the parental involvement policy evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy
- ∞ Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) - CLOSED IN OHIO FALL OF 2011
- ∞ If the plan for Title I, Part A, developed under section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency
- ∞ Provide to each parent an individual student report about the performance of their child on the Ohio Achievement Test in math and reading and other district wide assessments such as the Terra Nova.
- ∞ Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002)
- ∞ Provide each parent timely notice information regarding the professional qualifications of the student's classroom teachers and paraprofessionals, as described in section 1111(h)(6)(A)

POLICY INVOLVEMENT 1118 (c)

James A. Conger Elementary School will take the following actions to:

1. Convene an annual meeting at a time convenient for parents of participating children:
 - ∞ All parents shall be invited and encouraged to attend
 - ∞ The school will provide information and explain the requirements of Title I and the rights of parents
2. Offer a flexible number of meetings and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement. These meetings are typically held before and after school.
3. Involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs. This should include the planning, review, and improvement of the school parental involvement policy, as well as the joint development of the school-wide program plan under section 1114 (b)(2):
4. Provide parents of participating children:
 - ∞ Timely information about the Title I programs
 - ∞ Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
 - ∞ Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children

COMPACT: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT 1118(d)

As a component of the school-level parental involvement policy/plan, Conger Elementary School will jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement..

James A. Conger Elementary School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet Ohio's student academic achievement standards as follows: Conger Elementary School will provide a curriculum with formative assessment that is based on scientific research. Literacy instruction will include: Guided Reading, Reading and Writing Workshop, Leveled Literacy Intervention, Reading Recovery. Math instruction will utilize the Everyday Mathematics program developed by the University of Chicago. Teachers and Parents will work together as partners in delivering and reinforcing instruction. Parent communication folders will be utilized daily, and weekly activities will be on a Thursday – Wednesday schedule. Daily reading is expected and other practice and activities will be utilized.
2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's academic achievement. Conferences will be held: As needed and can be arranged by appointment before, after or during school time. Designated conference days will be held on: October 13 & 18, February 7 & 16. Teachers will also utilize telephone calls and email to communicate with parents about the progress of students.

3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:

An interim report will be issued for all students in December. For students that need additional reporting, additional interim reports should be issued. Dates for interim reports are: September 26, December 5, February 27, May 7.
Please retain a copy of each interim issued.

2011 2012 Report Cards and Progress Reports

Report cards will be distributed on: November 7, January 30, April 16, June 18 unless students have report card holds due to unpaid fees.

4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
Conger staff is available for consultation as needed and can be arranged by appointment before, after or during school time. Teachers will also be available by telephone and email and will visit families at home as needed.
5. Provide parents opportunities to volunteer in their children's school and to participate in their children's class and observe classroom activities, as follows:
Conger utilizes parent volunteers for assisting in classroom activities, assessment and instruction through collaboration with the classroom teachers.

Parent and community volunteers are partnered with students as part of the Making Conger Stronger Reading Program

PTO Council coordinates volunteer opportunities for the Conger PTO and these include the ice cream social, Book Fairs, Secret Santa, Family Nights in the Spring and Fall, Family tailgate and huddle, Tea With the Queen and other activities.

Parents will support our children's learning in the following ways:

- ∞ Making sure students are at school and on time or early every day possible.
- ∞ Making sure that homework is completed and shared
- ∞ Monitoring and limiting screen time.
- ∞ Providing educational opportunities with activities and travel.
- ∞ Participating, as appropriate, in decisions relating to my children's education
- ∞ Sign up for the school and district list serve.
- ∞ Promoting positive use of children's extracurricular time
- ∞ Staying informed about children's education and communicating with the school by promptly reading all notices from the school or the school district, either received by children, email or by mail, and responding as appropriate
- ∞ Serving, to the extent possible, on policy advisory groups, such as: PTO, serving as the parent representative on the school's Building Leadership Team, Strategic Planning Committee, the Education Council and Superintendent's Advisory

Students will share the responsibility to improve our academic achievement and achieve in the following ways:

1. Describe the ways in which students will support their academic achievement, such as:
 - ∞ Be responsible
 - ∞ Be ready to learn
 - ∞ Read at least daily outside of school time

BUILDING CAPACITY FOR INVOLVEMENT 1118(e)

James A. Conger Elementary School will:

1. Provide assistance to parents in understanding such topics as:
 - ∞ Ohio's academic content standards
 - ∞ Ohio's student academic achievement standards
 - ∞ Ohio's and local academic assessments including alternate assessments
 - ∞ The requirements of Title I, Part A
 - ∞ How to monitor their children's progress
 - ∞ How to work with educators to improve the achievement of their children
2. Foster parental involvement by providing materials and training, such as literacy training and using technology, as appropriate, to help parents work with their children to improve their children's academic achievement.
3. Educate teachers, student services personnel, principals, and other staff on the value and utility of contributions of parents, and in how to reach out to and communicate and work with parents as equal partners. Actions should include how to implement and coordinate parent programs and build ties between parents and schools:
4. Coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home (to the extent feasible and appropriate). Possible programs include Head Start, LCC, TLC, public preschool, and other programs. The schools program must help teachers, principals, and other staff work well with parents. The school will also develop other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children:

We collaborate with Head Start, LCC, TLC and the Parent Resource Center located at Woodward Elementary School.

5. Ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of participating children in a format and language the parents can understand:
 - Information is printed in the language (s) commonly spoken in the homes of Conger Students.
 - It is also posted on the web, emailed and tweeted. We have also provided sign language interpreters at parent events as needed.
6. Provide reasonable support for parental involvement activities as parents may request. Accommodations are evaluated on a case by case basis. We have provided transportation, alternate times and other services as needed.

ACCESSIBILITY 1118(f)

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practical, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including information and school reports in a format and to the extent practical, in a language such parents can understand.

ADOPTION

This James A. Conger Elementary School Parental Involvement Policy/Plan has been developed/revised jointly with, and agreed on with, parents of children participating in Title I program, as evidence by meeting minutes.

The Parental Involvement Policy/Plan was developed/revised by James A. Conger Elementary School For the 2011-2012 School Year

Revised 11/10/2011