

RSU #63

- a. NEPN/NSBA Code: **KBF – E2 (Holden School)**
- b. Title: **TITLE I PARENT INVOLVEMENT (Holden School Policy)**
- c. Author: **Director of Curriculum and Instruction & Title I Teacher**
- d. Replaces Policy:
- d. Date Approved: **12/14/2015 RSU #63**
- e. Previously Approved: **08/25/2014**
- f. Policy Expiration: **Review as Needed**
- g. Responsible for Review: **Policy Committee & Director of Curriculum and Instruction**
- h. Date Reviewed: **12/07/2015**
- i. References: **20 U.S.C. § 6318**
- j. Narrative:

The Holden Elementary School, in accordance with RSU #63 School Board Policy KBF, encourages parental involvement in all school activities and programs. This school policy has been developed in consultation with the parents/guardians of students participating in Title I programs at Holden Elementary School.

I. COMMUNICATION WITH PARENTS/GUARDIANS

- A. Parents are informed by letter if their child is eligible for Title I services.
- B. Parents also receive reports every trimester informing them of their child's goals and academic progress.
- C. Parents are informed of and invited to activities throughout the year that give them a better understanding of what is expected of their children and the type of instruction their children are receiving. Parents are given tools to work with their children in areas of reading and math. Activities that occur to meet the school's Title I parent involvement requirements are:
 - 1. **Curriculum Night:** Teachers provide parents/guardians with detailed information about curriculum, learning goals, homework and behavioral expectations. Title I teachers provide information specifically about our Title 1 program to parents/guardians.
 - 2. **Lesson Observation:** Parents/guardians are invited and encouraged to come and observe their children working with the Title 1 teacher. Parents/guardians and the Title I teacher conference before and after lessons. They discuss aspects of the lesson, specific skills the student is working on at school, skill/grade level expectations, and what they are practicing at home. Questions and concerns from the parents/guardians and Title I teacher are addressed.

3. **Weekly Newsletters:** A school newsletter goes home weekly. The purpose of the newsletter is to inform parents/guardians of upcoming student and parent/guardian activities that will occur in our school and present success stories of past events. A section called “Home and School Connection” is included in the newsletter. This section educates parents/guardians on strategies to use with their children at home in reading, writing, and mathematics.
4. **Website:** Our website provides useful information for our Title I parents/guardians and to the larger local community. We typically post upcoming events, our handbook, school compact, and NCLB Report Card.
5. **Phone Calls and Direct Communication:** There are many opportunities for face-to-face conversations between the Title 1 teacher and parent/guardians in our small rural school through extra-curricular and community based activities. This provides parents/guardians with a chance to learn about the skills and strategies used in our Title I programs as well as ask questions and provide feedback.
6. **Daily Work Communication and Literacy Practice:** Title 1 teachers send home books, sentence work, and/or sight words with students daily. This provides parents/guardians with many opportunities to learn about the skills and strategies used in our Title I programs. It also provides opportunities for daily communication between parents/guardians and teacher.

II. HOME-SCHOOL COMPACT

This “Home-School Compact” outlines the manner in which parents/guardians, school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents/guardians will develop a partnership to help children achieve the State’s academic achievement standards. It is also included in the Holden Elementary School Handbook.

III. PARENTAL INVOLVEMENT IN TITLE I BROCHURE

The building principal/designee will be responsible for annually distributing a brochure identifying practices that support this policy to parents/guardians of students participating in the school’s Title I programs. This brochure will be developed with parental/guardian input and updated annually.

We always welcome parent/guardian participation, feedback, and involvement. Feel free to contact the Title I Program staff any time at the Holden School office by calling 843-7769.

HOME/SCHOOL COMPACT ROLES AND RESPONSIBILITIES

Parents/Guardians Will...	Schools and Teachers Will...	Students Will...
<ul style="list-style-type: none"> ➤ Know what is expected of children by grade level. ➤ Help children organize time. ➤ Talk & listen to children about everyday life skills. ➤ Communicate with teachers about the whole child. ➤ Send children to school prepared for their day (i.e., well rested, healthy, dressed appropriately, informed about what is happening with money, notes, and rides). ➤ Discuss & support school/bus rules and consequences. ➤ Make an effort to attend meetings and conferences regarding their children. 	<ul style="list-style-type: none"> ➤ Provide concrete examples of stages of learning within a grade level throughout the year. ➤ Keep parents/guardians informed about curriculum. ➤ Communicate with parents/guardians formally and informally throughout the school year. ➤ Set up conferences and meetings to accommodate parents'/guardians' schedules. ➤ Encourage parents/guardians to visit school, participate or observe their children's activities, learning, and special events. ➤ Get to know each child. ➤ Provide students with appropriate learning experiences. ➤ Use a variety of methods to assure students' success. ➤ Provide an opportunity for students to be included in meetings/conferences. ➤ Provide information and training programs, which will increase cooperation and trust among students and staff. ➤ Be available to listen to and value students' concerns and problems and attempt to make the student feel comfortable. 	<ul style="list-style-type: none"> ➤ Come prepared for the school day and with a positive attitude (materials, snacks, lunch, homework, notes, money, appropriate clothing). ➤ Ask for help. ➤ Do their homework. ➤ Talk to parents/guardians about their day. ➤ Attend regularly and be on time. ➤ Take pride and responsibility to do their best work. ➤ Organize their time to include both study and play. ➤ Search for connections between school and their lives. ➤ Respect and understand the responsibility in following school/bus rules and the consequences for choosing not to do so. ➤ Communicate concerns or problems to staff.