

Heusner Elementary
School Parent Involvement Policy
2024-25

The Heusner Community is committed to creating a respectful and engaging environment that inspires the love of lifelong learning where all students will become powerful thinkers, effective collaborators, and empathetic citizens in preparation for a successful future.

Students are our first priority, therefore...

- We believe that all students should experience and achieve success.
- We believe in being innovative to ensure student success.
- We believe in the importance of building relationships and developing the whole child to impact school success.

Heusner, Growing Creative Minds and Caring Hearts!

In January of 2008, the Kansas State Board of Education, (KSBE), endorsed the six National Standards for Family-School Partnerships (NSFSP) to promote parent involvement in all KS districts and schools. Heusner Elementary will incorporate these standards into their parent involvement policy to promote parent involvement. These standards include: (1) **Welcoming all families into the school community**, (2) **Communicating effectively**, (3) **Supporting student success**, (4) **Speaking up for every child**, (5) **Sharing power**, (6) **Collaborating with community**.

PART I. SCHOOL PARENT INVOLVEMENT POLICY **REQUIRED** COMPONENTS

A. Heusner Elementary will jointly develop/revise with parents the school parent involvement policy and distribute it to parents of participating children and make available the parent involvement policy to the local community.

(NSFSP: 1-6.)

Activity	Date Due	Contact person
Title 1 Information & School Compact	August 8, 2024 Meet the Teacher	Lori Munsell & Sandi Renz
	August 11, 2024 School Messenger	
	August Newsletter	

Title 1 Information in Newsletter	August Newsletter	Lori Munsell
Family School Compact Feedback/Revision	Parent Advisory Meetings with PTA and Site Council March 3rd and April 7th.	Teachers, Parents and Community Members
Parent Involvement Policy Revision	Parent Advisory Meetings with PTA and Site Council March 3rd and April 7th.	Lori Munsell, Sandi Renz, JaNae Brin, Jen Marshall, PTA and Site Council
Put on Heusner Website	April	Daryan Dickerson

B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;
(NSFSP: 1,2,4)

Activity	Date Due	Contact person
Title 1 Information	Title Information shared via School Messenger in August. Site Council - September/October	Lori Munsell and Sandi Renz
Family School Compact Feedback/Revision	Meet the Teacher Night - August 8th and Parent Teacher Conferences September 11 and 12. Parent Teacher Conferences September and February 5th and 6th.	Classroom Teachers

C. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;
(NSFSP: 1, 2)

Activity	Date Due	Contact person
Heusner School Marathon	August 19 through September 27th	Adam Schneck

Parent Teacher Conferences	September 11 and 12 (day & evening)	Melissa Williams
Heusner Book Fair	September 11 and 12	Jeannie MerzEdwards
Parent Teacher Conferences	February 5th and 6th (day and evening)	Melissa Williams
Board Games with Grown Ups	October 3rd	Erica Moyer and Alexys Neuburger
Bingo Night	November 8th	Cindy Rocha
Reading and math Night	December 5th	JaNae Brin and Jen Marshall
Folk Dancing	March 11th	Cathy Cash
Career Fair	April 22nd	Kaleb King
STEM day	April 17th	Anna Albers
Grade level programs	Each grade level throughout the year	Cathy Cash

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school policy under section 1112, schoolwide under section 1114 and the process of the school review and improvement under section 1116.
(NSFSP: 2, 3, 5)

Activity	Date Due	Contact person
Site Council	February 3, March 3, April 7	Lori Munsell & Sandi Renz
PTA Meetings	February 17, March 3	Lori Munsell
Parent Belonging Survey	Given in the Spring	Sandi Renz

E. Provide parents of participating children –
a. timely information about programs under this part;
b. 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; and
c. 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 such suggestions as soon as practically possible.

Activity	Date Due	Contact person
Newsletter	Monthly – School Weekly/Monthly - Classrooms	Lori Munsell Classroom teachers
E-mail	Continuously	Lori Munsell / Classroom Teachers
MasteryConnect Reports for Math and Reading	Every Quarter	JaNae Brin and Jen Marshall
Quarterly Information about the curriculum and School via Standards for the quarter	Quarterly	All classroom teachers
Individual Conferences	September and February	JaNae Brin and Jen Marshall
KS Assessment Reports, IReady Reports	April/May	Sandi Renz
MTSS Parent Meetings	Weekly	Sandi Renz

(NSFSP: 2, 3, 5)

E. If the schoolwide program policy is not satisfactory to the parents of participating children, submit any parent comments on the policy when the school makes the policy available to the local educational agency.

(NSFSP: 5)

Activity	Date Due	Contact person
E-mail	Continuously	Lori Munsell
Parent Survey Feedback	September	Sandi Renz

F. Heusner Elementary will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in Kansas (i.e., Kansas Parent Information Resource Center).
(NSFSP: 6)

Activity	Date Due	Contact person
We will include a link in the Heusner Newsletter and on the Heusner Website.	December	Jen Marshall and Melissa Williams

PART II REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parent involvement policy, each school shall 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.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement;
- Provide frequent reports to parents on their children's progress; and
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

(NSFSP: 2, 3, 5)

Activity	Date Due	Contact person
Family School Compact Revision	September 11 and 12 March 3 April 7	Site Council, PTA and School Improvement Team
Progress Reports	Quarterly	Entire Staff
Parent Teacher Conferences	Annually in September and February	Classroom Teachers
Family Support Team Meetings	Weekly Meetings	Sandi Renz
Invite Parents to Reading, Math.	Various Times During the Year	JaNae Brin, Jen Marshall

BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part –

- a. Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State's academic

content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;
(NSFSP: 2)

Activity	Date Due	Contact person
Handed out at the end of each quarter standards for each grade. Listed in Mastery Connect.	Quarterly	JaNae Brin Jen Marshall
IReady Data Handed out in the Fall Winter and Spring.	3 Times a Year - Fall / Winter and Spring	Jen Marshall and JaNae Brin
Math Fact Fluency Reports	Fall Winter Spring	Jen Marshall
Send home in newsletters	Monthly/Weekly	JaNae Brin and Jen Marshall
Student Support Team Meetings data shared.	Weekly	Sandi Renz

b. Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;
(NSFSP: 3)

Activity	Date Due	Contact person
Handed out at the end of each quarter standards for each grade. Listed in Mastery Connect.	Quarterly	JaNae Brin and Jen Marshall
Send home in newsletters	Monthly/Weekly	JaNae Brin and Jen Marshall
Parents Visit Math Classrooms.	October	Jen Marshall
Math and reading at home games and activities sent home monthly.	September through April	Jen Marshall and JaNae Brin

c. Shall educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to

reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school;
(NSFSP: 5)

Heusner Parent Career Fair	Mar 11, 2025	Kaleb King, JaNae Brin and Parent Community Committee
Heusner PLC Planning Sessions for Math and Reading Night	October Inservice and PLC Meetings in October and November	JaNae Brin and Jen Marshall

d. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children;
(NSFSP: 6)

Pre school transition meetings	April and May	Alexys Neuburger, Graysyn Krebs and Erica Moyer
Reading and Math Night	November	JaNae Brin and Jen Marshall
Student Support Meetings	Monthly	Erica Moyer and Alexys Neuburger

e. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand;
(NSFSP: 2)

School Messenger	As Needed	Lori Munsell
Newsletter	Monthly – Schoolwide	Melissa Williams
Interpreter Available	As Needed	District Interpreter

f. Shall provide such other reasonable support for parental involvement activities under this as parents may request.
(NSFSP: 1)

Interpreter Available	As Needed	District Interpreter
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- g. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training; (NSFSP: 4, 5)
- h. May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training; (NSFSP: 2, 3)
- i. May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions; (NSFSP: 1)
- j. May train parents to enhance the involvement of other parents; (NSFSP: 1, 4)
- k. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;(NSFSP: 1)
- l. May adopt and implement model approaches to improving parental involvement; (NSFSP: 1, 4).
- m. May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section; (NSFSP: 5, 6)
- n. May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and (NSFSP: 5, 6)

Activity Date Due Contact person – Teachers and Administration.

Activity	Date Due	Contact person
Math Games with Grown Ups	January 23rd	Jen Marshall
Reading and Math Game Night	December 5th	JaNae Brin and Jen Marshall

PART III ACCESSIBILITY REQUIREMENTS

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, 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 providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

(NSFSP: 4)

Activity Date Due Contact person – ELL Teacher and Interpreter and Administration.

Activity	Date Due	Contact person
Have interpreter available during school hours	Ongoing	Holly Ellegood
Provide interpreter for individual parent conferences	Ongoing	Holly Ellegood

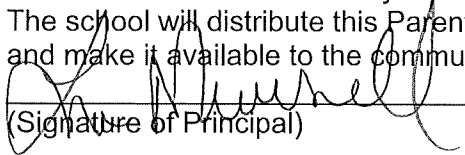
PART IV ADOPTION

This Heusner Parental Involvement Policy has been developed jointly with, and agreed on

with, parents of children participating, as evidenced by meeting minutes.

The Parent Involvement Policy was developed by Heusner Elementary on 11/11/2014 and continues to be refined each year with a guiding coalition or Parent Engagement Committee.

The school will distribute this Parent Involvement Policy to all parents of participating children and make it available to the community on or before October of each school year.


(Signature of Principal)

These parents were involved with the development of this document: Sarah Byarlay, Chantay Hill, Lori Munsell, Jen Marshall, Ashley Swenson, Nicole Weigel, JaNae Bring