Bellingham Public Schools
a collective commitment

Title I School-Level Parental Involvement Policy
Birchwood Elementary School

Birchwood Elementary School has developed a written Title I parental involvement policy with input from Title I parents. This input and development have taken place through interaction with parents and staff at meetings such as annual parent meetings, Amigos de Birchwood meetings, parent nights and written input through parent surveys. The policy is distributed to parents of Title I students in written form annually, and is available on the district website and in the school office resource center. The policy describes the means for carrying out the following Title I parental involvement requirements [*20 USC* 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program
To involve parents in the Title I program at Birchwood Elementary, the following practices have been established:

a) The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
In the fall at an all school gathering - including program explanation, parent compact review and use of data and interventions to identify and support students.

b) The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
Group meetings in evening and individual conferences and meetings. Classroom teachers and reading specialists regularly communicate with families, including conferences before and after school, and in the evening.

c) The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review*, and improvement of the school's Title I programs and the Title I parental involvement policy.**
In the fall at an all school gathering , including program explanation, parent compact review and use of data and interventions to identify and support students. Annual survey of parents to gather input on parent involvement. Family engagement plan.

d) The school provides parents of Title I students with timely information about Title I programs.
School and classroom newsletters; Emails, phone calls; ongoing communication in kid mail; daily communications plans; *Individual conferences; district website showing reading and writing proficiency levels; classroom and reading specialists notifications and progress reports to families on a regular basis regarding student progress and performance; student compacts*

e) The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
Report cards and report card family guide; Fall meeting with all parents regarding grade level expectations and preview of the year; regular conferences as well as conferences as needed; ongoing classroom and Title I intervention updates; website of reading and writing proficiency levels for parents;

f) If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
Monthly parent meetings are held at the school; In addition, regular and as needed conferences are held

**The policy must be updated periodically to meet changing needs of parents and the school. If the school has a process in place for involving parents in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents of Title I children.* [20 *USC* 6318 Section 1118(c)(3)]