

B. E. Usher / Collier Heights Elementary School
2011 – 2012
School-Level Title I Parental Involvement Policy
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This Title I parental involvement policy has been developed by key Bazoline E. Usher / Collier Heights Elementary (hereafter referred to as “BEUC”) administrators and faculty in conjunction with parents or guardians (hereafter referred to as “parents”) of students served in the school pursuant to Title I.

Purpose:

Parents are actively recruited and welcome to participate in activities at BEUC including:

- Volunteering on school committees, councils and with special events
- Participating in school decision-making practices
- Assisting with staff development and parent/peer education
- Providing home support for their student’s education
- Communicating effectively between the school and home

The administration, faculty and parents of BEUC value education and recognize the connection between parental involvement and increased academic performance. As a whole, we feel it is our joint responsibility to come together in solidarity with the entire school community, including the school district, BEUC school administration, faculty, students, parents, and community members, to ensure the growth and academic success of each student of BEUC.

Responsibilities of the BEUC Administration

The school will:

- Provide a high-quality curriculum led by highly qualified teachers in a structured and supportive learning environment that will enable students to meet and exceed the state academic standards.
- Inform parents of the goals and purposes of Title I and Title I related programs within the school.
- Provide all parents with ongoing, timely, and effective opportunities to contribute to the planning, review and improvement of Title I programs, plans, and policies.
- Involve parents in an ongoing and end of year assessment to evaluate the effectiveness of the parent involvement initiatives as a measure of performance evaluations of the school.
- Fully encourage communication and participation by providing, to the extent practicable, full opportunities for the participation of Limited English Proficiency (LEP) parents, parents of migratory children, and parents with disabilities including providing school profiles and information related to school and parent programs, meetings, and other activities in a language and format such parents understand.

- Commit to the building the capacity of parents to assist their children with reaching high academic goals.

With regard to the School Parental Involvement Policy, the administration will:

- Facilitate periodic revision and implementation of the Title I Parental Involvement Policy
- Recruit and engage parental involvement in the planning, review and improvement of the BEUC Parent Involvement Policy
- Notify parents of the Parental Involvement Policy in an understandable language and format.
- Use various methods of communication to ensure the BEUC Parental Involvement Policy is available to both parents and the community.

With regard to parent meetings, the administration will:

- Offer several meetings, at flexible times throughout the day for all parents to be informed of BEUC's participation in Title I.
- Promote parental meeting attendance through multiple forms of communication.
- Explain the Title I program and activities provided through Title I as well the roles and rights of parents to be involved.
- Ensure and promote the existence of a welcoming and comfortable parent center that will provide supplemental parent resources and host parent and teacher workshops at scheduled times throughout the academic year.

With regard to Title I programs and plans, the administration will:

- Provide parents with timely information about programs and provide timely responses to parental suggestions and questions regarding information.
- Solicit feedback on any Title I plans that are expressly unsatisfactory to the parents and involve such parents in the planning, review and improvement of such Title I programs deemed unsatisfactory.
- Inform parents about national and state academic goals and standards designed for optimal student performance. Information related to these goals and the parent involvement building capacity guidelines will be distributed to and discussed with parents at the various parent gatherings throughout the year.
- If requested by parents provide opportunities for organized meetings of parents and the school administrators where parents may ask questions about Title I policies and programs and offer suggestions for improvement.

With regard to professional development, the administration will:

- Encourage direct parental input in the training of teachers, pupils service personnel, principals and other staff with regards to
 - The value and utility of contributions of parents
 - How to reach out to, communicate with, and work with parents as equal partners
 - Building ties between parents and the school
 - Coordinating and implementing parent programs
 - Improving faculty and parent relations and effectiveness

With regard to the coordination with other programs, the administration will:

- Coordinate and integrate parent involvement programs and activities with programs such as Head Start, Early Reading First, Homeless Vocational Education, Home Instruction Programs for Preschool Youngsters, Public Preschools Programs and other programs to the extent feasible and appropriate.
- Coordinate with community based organizations and businesses that are continually involved with parents that encourage positive partnerships with cluster elementary, middle and secondary schools.

Shared Responsibilities of Administration and Staff

BEUC Administration and Staff will:

- Assist parents, when necessary, in understanding system related technical jargon and topics such as AYP, academic content and curriculum, achievement standards, state and local assessments, requirements of Title I, how to monitor and contribute to academic progress at home, and how to work with the school staff to improve student achievement.
- Inform parents of the school's curriculum, classroom standards, various types of assessments and proficiency levels that student's are expected to meet. Parents will be provided with periodic progress reports, deficiency notices, report cards and parental contact to indicate their child's strengths and weaknesses.
- Provide training and supplemental materials to help parents work with their student to improve the student's achievement. Such trainings that could increase parental involvement would include but are not limited to literacy and computer skills training.
- Ensure that all information related to school and parent programs, meetings, and other activities is sent to parents in a format that is easily understandable with language and terminology parents can comprehend.
- Provide access to educational resources for parents to use together with their students.
- Maintain complete confidentiality regarding all school matters (not to include legal mandates).
- Facilitate a cooperative and respectful partnership between the school administration, staff, student's and parents.
- Provide other reasonable support for parental involvement activities as parents may request.

Responsibilities of the Staff

The staff will:

- Assist the administration in facilitating and implementing the Title I Parent Involvement policy and parent involvement activities.
- Be readily accessible to parents and provide opportunities for parents to meet with them on a regular basis to discuss their student's progress.
- Provide opportunities for parents to volunteer and participate in their student's class and observe classroom activities.

- Advise parents of their student's progress on a regular basis using multiple modes of communication.

Responsibilities of Parents

Parents will:

- Support student's learning at home by
 - Providing a nurturing home environment with an abundance of unconditional love
 - Guiding and teaching healthy habits of mind, body and spirit
 - Promoting self-esteem, self-confidence and good values
 - Ensuring adequate sleep
 - Monitoring attendance
 - Assisting with and ensuring completion of homework
 - Limiting television and electronic media access
 - Encouraging positive use of extracurricular time
- Join the PTA and become an active volunteer in the school and classroom.
- Participate, as appropriate, in decisions related to their student's education.
- Participate in school activities on a regular basis.
- Actively communicate with school staff regarding their student's needs and circumstances.
- Be aware of and follow rules and regulations of the school and district.
- Encourage other parents to actively participate in school activities and planning forums.

Responsibilities of Students

The Student will:

- Come to school every day, on time and prepared to learn.
- Maintain a good attitude and heightened level of self respect.
- Get a good night's sleep and eat a healthy breakfast.
- Always complete homework assignments and read for 20 minutes or more daily.
- Maintain an adequate supply of materials and supplies needed for productivity.
- Respect and cooperate with the school administration, staff and other students.
- Participate in class, pay attention, listen and ask questions.
- Always obey school rules, regulations and codes of conduct.
- Ask for help when needed and communicate with school staff regarding your needs and circumstances.