

# **School Parent Involvement Plan**

Adrian Elementary School

## **Title I Parent Involvement Plan 2017-2018**

Adrian Elementary is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

### **Part I. School Parent Involvement Plan Required Components**

1. Adrian Elementary will jointly develop/revise with parents the School Wide and Parent involvement plans. These plans will be published on our website and will be made available to parents on our conference nights.
2. Adrian Elementary will convene a fall and spring meeting, at a convenient time, to which all parents with children attending school at AES shall be invited and encouraged to attend. The purpose of this meeting is 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.

Responsibilities: Title I staff and the principal will plan and deliver the information at these meetings.

- Two Title I meetings will be held, one in September 2017 to explain this years School Wide Plan/Model and Parent Involvement Plan. Another meeting will be held in May 2018 to review the overall success of the plans. Discussion will take place revolving around areas that we

need to improve on, and we will gather ideas from our staff's Needs Assessment documents, parent ideas, and our summative data to start the development of our 2018-2019 School Wide Plan and Parent Involvement Plan.

3. Adrian Elementary will offer additional opportunities for parents to be involved in their child's education. Examples include grade level programs that encourage parents and grandparents to come to school and interact with their children, such as Kindergarten parent/child craft day, 1<sup>st</sup> grade pumpkin math, 2<sup>nd</sup> grade plays, Student Achievement Night, and Parent/Teacher Conferences. Listed below is additional information about the role of the Title I staff during these Parent Involvement activities.

### **Meet and Greet at Open House Wednesday, August 30<sup>th</sup>, 2018**

- Provide free books to families
- Informational handouts on reading and how to read to your child
- Informational handout with services that the school provides
- Provide ReadingCorps information to families

### **Title I Parent Meetings in September 2017 and May 2018**

- Develop an agenda and promote the meetings
- Provide any food and childcare needs
- Provide materials specific to the purpose of the meeting, including copies of plans, data information, etc.
- Facilitate the meeting as needed

### **Parent Teacher Conferences**

- Attend some conferences of students they are working with
- Arrange for activities for students during conferences

- Organize the Literacy Book Fair during the week of conferences
- Arrange for activities for the students in the gymnasium to allow parents better access with the classroom teachers to discuss their child's progress

### **AES Achievement Night**

- Assist with the development of the plan for this event. Parents will have the opportunity to come to school for the night and visit their child's classroom, enjoy a family meal, and view the projects that his/her child has been involved in throughout the school year.

4. Adrian Elementary will involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, Schoolwide under section 1114 and the process of the school review and improvement under section 1116.

- Annual Review Meetings in September 2017 and May 2018

5. Adrian Elementary will provide all families with:

- Current information about our curriculum
- Assessment practices
- Assessment results
- PBIS model and School Behavior Expectations

6. Parental Concerns of the Title I School Wide Plan/Model

- If the Title I School Wide program is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

## **Part II. Required Shared Responsibilities for High Student Academic Achievement**

As a component of the school-level parent involvement plan, 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.

- During the August 30<sup>th</sup> Back to School Conference, the compact shall be discussed as the compact relates to the individual child's achievement;
- Parents will receive 3 mid-trimester updates and 3 trimester report cards that provides an overview of each child'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.
- All relevant assessment reports, along with appropriate explanations of the child's performance, will be provided to parents as they become available
- Parents will have access to their child's achievement, attendance, and their child's teacher via the Infinite Campus Parent Portal

## **Part III. Building Capacity Requirements for Involvement**

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community with a focus on improving student academic achievement, each school and local educational agency assisted under this part shall;

A. 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.

- Each year District 511 will complete the World's Best Workforce annual report and report summary and hold a public meeting to explain the plan according to the timelines established by the legislature

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.

- During Title I parent meetings
- Title I articles in our "Litl Dragon Fire" Parent Newsletters

C. Shall provide information to school staff and parents, with the assistance of involved parents, regarding the value and effectiveness 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.

- During Opportunity Team meetings
- During PTO (Parent-Teacher Organization) meetings
- Through articles in our "Litl Dragons" Parent Newsletter
- Through the AES Facebook

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.

- Parent Teacher Conferences, ECFE family nights, Achievement Night, Kindergarten Roundup, Preschool Screening

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. AES will utilize;

- Building and Classroom Newsletters
- Website Posts
- Infinite Campus Messenger
- AES Facebook page
- Utilize translator services from the Nobles County Integration Collaborative as available

F. Shall provide such other reasonable support for parental involvement activities under this as parents may request.

G. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

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.

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.

- J. May train parents to enhance the involvement of other parents.
- 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.
- L. May adopt and implement model approaches to improving parental involvement.
- M. May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section.
- N. May develop appropriate roles for community-based organizations and businesses in parent involvement activities.

#### **Part IV. 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 of children with limited English proficiency, parents of 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.

- Parent-Student Compact and classroom newsletters will be translated along with any parental involvement activities flier

#### **Part V. Adoption**

This Adrian Elementary Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I program, as evidenced by meeting

minutes. The Parent Involvement Plan was developed by Adrian Elementary on August 25th and will be in effect for the period of August 25, 2017 – June 30, 2018. The school will distribute this Parent Involvement Plan to all parents and the communities via our school website, and will provide print resources upon request by September 5, 2017.

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Signature of Title I Authorized Representative

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These parents were involved with the development of this document:

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\*This template of a District/School Parent Involvement Plan has been developed by combining two documents, the modified version of the sample provided in the U.S. Department of Education Parental Involvement Guidance and the sample of the School Parent Involvement Plan provided by Minnesota Department of Education and the Minnesota Parent Information Resource Center.