

Harwood Elementary School School Parent Involvement Policy 2009-2010



Harwood Elementary School Mission Statement

The mission of Harwood School, in partnership with staff, students, parents, and community, is to provide an exemplary educational program that will provide maximum achievement for its students. This program will promote academic excellence, responsibility, self-discipline, self-esteem, and a life-long love of learning for every child.

SCHOOL PARENT INVOLVEMENT POLICY REQUIRED COMPONENTS

- A. Harwood Elementary School will jointly develop/implement/evaluate with parents the School Parent Involvement Policy and distribute it to parents.
- B. Harwood Elementary School will notify parents about the School Parent Involvement Policy in an understandable and uniform format and, to the extent practical, will distribute this policy to parents in a language the parents can understand.
- C. Harwood Elementary School will make the School Parent Involvement Policy available to the local community.
- D. Harwood Elementary School will periodically update the School Parent Involvement Policy to meet the changing needs of parents and the school.
- E. Harwood Elementary School will adopt the Home-School Compact as a component of its School Parent Involvement Policy.
- F. Harwood Elementary School agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) parents play an integral role in assisting their child's learning;*
- (B) parents are encouraged to be actively involved in their child's education at school;*
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*

Harwood Elementary School will implement required School Parent Involvement Policy components as follows:

1. Harwood Elementary School will take the following actions to involve parents in the joint development and joint agreement of its School Parent Involvement Policy and its school-wide plan, if applicable, in an organized, ongoing, and timely way:

Gather and disseminate to parents for review the following materials: District wide Parental Involvement Policy, the School's Parent Involvement Policy, and the Home-School Compact. These materials will be disseminated to parents at Meet the Teacher Night, Title I parent meetings, Parent Teacher Organization (PTO) meetings, and parent/teacher conferences. Written and oral input from parents will be solicited through Title I parent meetings, Parent Teacher Organization (PTO) meetings, parent/teacher conferences, attitudinal surveys, school newsletters, school web site, and other regular written communications with parents.

2. Harwood Elementary School will take the following actions to distribute to parents of participating children and the local community the Parental Involvement Policy:

- *The School Parent Involvement Policy will be distributed to parents at Title I parent meetings.*
- *The policy will be posted on the school web site.*
- *Parents of new students will receive the policy upon registration.*

3. Harwood Elementary School will periodically evaluate and update its School Parent Involvement Policy to meet the changing needs of parents and the school through:

- *monthly Parent Teacher Organization (PTO) meetings*
- *Title I meetings*
- *General School meetings*

4. Harwood Elementary School will convene an annual meeting to inform parents of the following:

- *That Harwood Elementary School participates in Title I,*
- *The requirements of Title I*
- *The Home-School Compact, the Warren Consolidated Schools district wide Parental Involvement Policy, and the Harwood Parent Involvement Policy*
- *Meetings will be held at various and convenient times to encourage parents to attend. Parents will be notified about meetings through school memos, newsletters, the school web page, and the automated phone system.*

5. Harwood Elementary School will hold a flexible number of meetings at varying times, and may provide transportation, child care, and/or home visits, paid for with Title I funding, as long as these services relate to parental involvement:

To encourage parents to attend these meetings, the school will offer training to parents to improve student success and achievement. In situations that prevent parents from coming to the school for meetings, school personnel may make home visits or arrange to meet the parents at a mutually convenient time off campus.

6. Elementary School will provide information about Title I programs to parents of participating children in a timely manner through the automated phone system, memos, newsletters, and the school web page.

7. Harwood Elementary School will provide parents with 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 through:
 - *Meet the Teacher Night*
 - *the annual Title I parent meeting*
 - *regular parent/teacher conferences*
 - *Title I meetings and Family Nights throughout the year*

RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Harwood Elementary School will build the school's and parent's capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following activities described below:
 - *parent training*
 - *Family Nights*
 - *Parental access to the Teacher/Parent Resource library and other resources such as web sites, parent organizations, etc.*
 - *Parent Partnership*
2. The school will incorporate the school-parent compact as a component of its School Parent Involvement Policy:
 - *The school-parent compact will be a part of the School Parent Involvement Policy on the school's web page.*
 - *During Meet the Teacher Night in September, the Home-School Compact will be completed and signed by the principal, teacher, the parent(s), and the student.*
 - *As needed, the Home-School Compact will be included in school newsletters along with the School Parent Involvement Policy.*
3. The school will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:
 - *the State's academic content standards,*
 - *the State and local academic assessments including alternate assessments,*
 - *the requirements of Title I,*
 - *how to monitor their child's progress, and*
 - *how to work with educators:*
4. Parents will receive training and necessary information on the topics above through:

Grade Level Content Expectations booklets, Home-School Compact, highlights of the standards, list of web sites, Meet the Teacher Night, Family Night activities, school sponsored trainings and workshops.

5. As appropriate, the school will, with the assistance of the district, provide materials and training such as literacy training and using technology to help parents work with their children to improve their children's academic achievement and to foster parental involvement, by:
 - *holding regular Title I meetings*
 - *Family Nights*
 - *encouraging parental participation*

6. The school will, with the assistance of the district and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
 - *encouraging staff to attend parental involvement workshops and conferences*
 - *web-based learning*
 - *site staff development*

7. The school will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practical, in a language the parents can understand:
 - *Upon identification of parental need for information in another language or in another format, the school will take steps to ensure that the parent request is fulfilled.*