Rockford Public Schools

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Valley View Elementary Parent Involvement Policy

School Parent Involvement Policy Purpose Section 1118 (b)

The purpose of the Valley View Elementary Title I parent involvement policy is to jointly develop with parents and distribute to parents of participating children a Parent Involvement Policy that the school and participating children agree on. Valley View encourages parent involvement through programs designed to increase parent school communications. Parents will partner with us by providing input and evaluating Title I programming. Parents will help design and participate in a joint school and parent compact which will be reviewed at conferences. Parents will be an integral part of our school improvement teams that meet monthly throughout the year. Parents are always welcome to volunteer in classrooms and offer suggestions for enriching the academic environment for their children. Parents of Valley View Elementary will be informed of this parent involvement policy in an understandable format and in language parents can understand.

Valley View will:

- Create a team of staff and Title I parents to create, review, evaluate, and provide input into Title I Parent Involvement Policy.
- Develop the Valley View Parent Involvement Plan in a collaborative effort between parents and staff.
- Share the Parent Involvement Policy with parent groups such as the PTO and with staff at staff meetings.

Policy Involvement Section 1118 (c)

Section 1118 (c) (1) Convene an Annual Meeting

Valley View will:

- Hold an annual Targeted Title I parent meeting each fall to explain Title I programming and how parents can be involved.
- Parents will be invited through multiple methods including paper invitations, school web site announcements, emails, school newsletters and personal contact as needed.

Section 1118 (c) (2) Offer flexible meeting times and varied activities to support and encourage parent involvement of all parents

Valley View will:

- Offer alternatives for meeting times including evening meetings, before school meetings or personal meetings with Title I staff.
- Share related Targeted Title I information and encourage parent involvement at curriculum nights the week before school starts, at our fall Title I parent night (child care provided) parent teacher conferences twice a year, Title I parent nights and Title I planning meetings with the building School Improvement Team.

Section 1118 (c) (3) Involve parents in planning, reviewing, and improving the Targeted Title I program

Valley View will:

- Provide time for the Title I parents and staff to meet, review and revise the Parent Involvement Policy and Plan at flexible times.
- Review the Parent Involvement Policy and Plan at school improvement meetings.

- Provide the opportunity for parents to give input and make suggestions for improvement on the annual Title I Parent Survey sent home each spring.
- Hold an annual Targeted Title I parent meeting each fall to explain Title I programming and how parents can provide input into the Parent Involvement Policy and Plan.
- Discuss School and Home Parent Compacts at conferences twice a year.
- Post the Parent Involvement Policy during conferences and on the Valley View website.
- Share Title I communications in the Valley View newsletter.
- Host Title I parent nights to share ideas and inform parents of the Title I programming.

Section 1118 (c) (4) (a) and (b) Provide timely information about the Targeted Title I program, the academic curriculum, , assessments to measure progress, and proficiency levels of students

Valley View will:

- Notify parents if their child enters into Title I with a letter of notification as well as a personal phone call by the child's classroom teacher.
- Upon entering Title I, provide parents a booklet to keep at home that share ideas for them to use at home to compliment the Title I programming at school.
- Hold an annual Targeted Title I parent meeting each fall to explain Title I programming and how parents can be involved.
- Update parents on their child's progress in the Title I program every six weeks through a written progress report.
- Provide additional progress updates through Title I communications including emails, personal phone calls, written reports at conferences, and newsletters.
- Share curriculum updates at Curriculum night the week before school starts, conferences twice a year, through classroom and building newsletters, and on the district website.
- Provide proficiency levels on report cards three times a year and progress reports for Title I students every six weeks.
- Share state expectations for proficiency through parent MSTEP reports, Common Core standards on the district website, and district curriculum maps.

Section 1118 (c) (4) (c) Provide parents the opportunity to formulate suggestions and to participate in decisions relating to the education of their children

Valley View will:

- Discuss Title I programming at conferences twice a year.
- Provide parent input surveys at all Title I parent nights to allow for suggestions and input.
- Encourage parents to contact Title I staff, classroom teachers, and/or the building principal to discuss any decisions related to the education of their child.
- Respond in a timely manner to keep parents informed.
- Hold an annual Targeted Title I parent meeting each fall to explain Title I programming and how parents can provide suggestions to the program.
- Have Title I programming on the PTO agendas to allow parents attending an opportunity for feedback.
- Send out an annual Title I survey each spring to all parents and act on their suggestions for the next school year's programming.

Section 1118 (c) (5) Ensure that if the Targeted Title I program plan is not satisfactory to the parents of participating parents, submit any parent comments on the plan when the school makes the plan available to the LEA

Valley View will:

- Inform parents that this is a flexible document and their input is welcome.
- Share the plan at the fall Title I parent night and provide time for feedback. Parents can submit feedback that will be recorded by Title I staff and submitted to the Director of Title I to consider for changes.
- Provide a section of the spring Title I parent survey for any areas they may not be satisfied with as well as a place to offer suggestions for change.

Shared Responsibilities of High Academic Achievement 1118 (d)

Section 1118 (d) (1) Develop jointly with parents and teachers a School-Parent Compact. The compact will outline ways in which the parents, staff, and students will share the responsibility for improved student achievement and the means by which the school and parents will build and develop a partnership to help achieve the state's high standards.

Valley View will:

- Provide Title I parents time to review and provide input into the creating of the compact annually along with school staff members.
- Provide all parents a copy of the compact upon entry into the Title I program.

Section 1118 (d) (2) (a) Share and discuss at parent teacher conference

Valley View will:

- Review the compact with all Title I parents at conferences in the fall and the spring

Section 1118 (d) (2) (b) Provide frequent reports on student progress

Valley View will:

- Share progress at conferences in the fall and spring
- Update progress on report cards in November, March, and June
- Provide a six week progress update after each RtI Collaborative Action Team meeting
- Communicate with parents through newsletters, emails, and personal phone calls

Section 1118 (d) (2) (c) Afford parents reasonable access to staff and provide opportunities to volunteer, participate, and observe in their child's class

Valley View will provide reasonable access to staff through:

- Email communications
- Newsletters
- Voicemail
- Notes
- School website and social media
- Parent conferences twice a year
- Title I parent nights

Valley View will have the following opportunities to volunteer in their child's class and education:

- Classroom volunteering
- Watch D.O.G.S. (Dads of Great Students) program
- Attending holiday parties
- Attending classroom performances and musicals
- Carnivals, talent shows, and awards ceremonies
- March is Reading month guests
- Field trip sponsors
- PTO Committees
- School Improvement and Title I parent representatives
- District Inner School Advisory Committee

Building Capacity for Parent Involvement 1118 (e)

Valley View Elementary School will build school and parent capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and community to improve student academic achievement.

Section 1118 (e) (1) Provide information and assistance to parents regarding state and local academic standards and assessments

Valley View will:

- Provide district wide assessment results and curriculum expectations at fall and spring conferences.
- Post Common Core state standards and district curriculum maps on district web site.
- Share district assessment results on report cards in November, March, and June.
- Share progress monitoring results for Title I students every 6 weeks.
- Provide MSTEP parent results letter after state testing.
- Have the Title I interventionists communicate with parents through individual progress reports, emails, and phone calls.

Section 1118 (e) (2) Provide materials and training to parents

Valley View will:

- Host fall Title I parent night to share resources and training to parents
- Host Title I family events providing resources and strategies to parents and students
- Meet with all local preschools each fall to prepare their students for Kindergarten expectations
- List resources for parents on the district Literacy/Title I web page
- Send home a resource booklet regarding entry to a Title I program
- Share take-home materials for Title I students to use with their families at home such as take home reading books

Section 1118 (e) (3) Educate teachers, Title I staff, and principals regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent involvement

Valley View will:

- Provide professional development for staff in how to utilize communication to increase parent involvement
- Host speakers at staff meetings to focus on the value of effective communication

Section 1118 (e) (4) Coordinate parent involvement with other programs

Valley View will work to coordinate programs and activities with:

- Fall preschool "Transition to Kindergarten" presentations at all local preschools
- Kindergarten Round Up for parents in the spring and Open Houses for families before school starts
- Kindergarten screening for all incoming students
- Great Start Readiness, Head Start, and Early Childhood Special Education
- Building PTO parent group
- Parent involvement in School Improvement and Title I committees
- Community Education classes
- Developing Healthy Kids community presentations three times a year
- WATCH DOGs volunteer program
- Bright Beginnings early childhood program housed at Valley View

Section 1118 (e) (5) Inform parents of school and parent programs in a timely and practical format in a language they can understand

Valley View will:

- Provide user friendly language and explain acronyms
- Provide translated documents for ELL students
- Share information of supporting community agencies throughout the year
- Keep a "green binder" of community resources in the main office for parents to access
- Provide links on the district web site of easy to access information

Section 1118 (e) (14) Provide support for parent involvement at their request

Valley View will:

- Provide opportunities for all parents to increase parent involvement by offering flexible times for the activities
- Provide parents the opportunity to receive support through building principals, Title I interventionists, or the district Title I coordinator
- Provide a translator at meetings upon request
- Respond in a timely manner to all parent requests regarding their child's education and progress

Accessibility Section 1118 (f) Parent involvement activities shall be accessible to all parents, including those with disabilities, who use English as their second language, and parents migratory children

Valley View will provide:

- Flexible meeting times
- Handicapped accessible facilities
- Translators (upon request)
- Phone calls
- Home visits
- Easy to access information via our school and district website
- Collaboration with community agencies and support for homeless students