

Andrews Elementary School Parental Involvement Plan

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

- *Developing and implementing appropriate strategies for helping their child achieve the learning objectives that lead to accomplishing desired learning outcomes;*
- *Providing a mutually supportive school and home environment which encourages learning;*
- *Their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.*

Andrews Elementary School Mission

The Mission of Three Rivers Community Schools is to educate, motivate and inspire all students to reach their full potential, to become successful adults, and to pursue their dreams.

Strategies to Increase Parental Involvement

The following are the section 1118 strategies employed by the school to increase parental involvement.

1118 (b) School Parental Involvement Policy Development.

The Andrew Elementary Title I Schoolwide Parent Involvement Policy was created as a collaborative effort between parents and staff. By meeting monthly in our parent-teacher organization, parents play a key role in the development of this policy and we will continue to utilize their feedback and suggestions in order to update and improve our Schoolwide Title I Program.

1118 (c) Policy Involvement

1118 (c) (1) Annual Title I Meeting

Andrews Elementary holds an annual Schoolwide Title I meeting. All Title I parents are invited to a meeting to inform parents of Title I processes, their child's participation, and the rights of the parent's involvement.

1118 (c) (2) Flexible Meetings

Our school offers flexible options to meet with parents and schedule curriculum changes or review data, including monthly Parent Teacher Meetings. We also have parent nights to show parents teaching strategies for home and inform parents on what is being taught to Title I students in Language Arts. We have meetings before and after school; also, fall and spring Parent-Teacher Conferences are held to inform parents of student progress. Flexible activities include: Volunteers, Reading Night, Field Trips, Family Fun Day, End of the Year Celebration, Marking Period Awards, Sunrise, Grandparents and Senior Citizens Day, Tailgate Celebration, Volunteers, Fall Program.

1118 (c) (3) Program planning, reviewing, and improvements

Our school holds meetings at parent convenience to review, plan, and provide input to improve school processes. Each student reviews and signs our Parent/Student/School compact. This is also signed by the parents and reviewed at conferences. We also hold monthly Parent-Teacher Organization meetings that all Title I parents are invited to. Individual children set personal goals, graph them, and review them frequently throughout the year. These results are also sent home to parents.

We hold numerous meetings throughout the year with parents and students. These include Open House, Parent/Teacher Conferences, and Parent Nights. By progress monitoring weekly or every other week, we also share data with families on progress or concerns. Many students graph their progress and enjoy sharing their improvements with their families.

1118 (c) (4) (A) Timely Information

Andrews Elementary shares information on an ongoing basis. Through monthly Parent-Teacher Organization meetings parents are updated and given the opportunity to provide input on school processes. Parent-Teacher conferences are held twice a year, however, parents can ask to meet with teachers and administration at any time during the school year. Standards based report cards are sent home after every 9 week marking period. When appropriate, parents are informed of their child's progress monitoring and NWEA scores. On a weekly basis in class work is sent home using a home-school connection folder. School staff use planners, folders, email, websites, phone calls, and face to face communication to discuss the progress of students.

1118 (c) (4) (B) Curriculum & Assessment

At the Annual Open House parents are provided a Curriculum Guide, which outlines the grade level expectations. Student progress is updated in newsletters, planners, and through conferences. Our district Standards Based Reporting system outlines the levels of proficiency. Report cards are provided after every 9 week marking period.

1118 (c) (4) (C) Opportunities for Regular Meetings

Our school offers monthly PTO Meetings, schoolwide Internet access, phones, and weekly folders with reply sheets in them for parents to communicate to the school. We also have our Parent/Teacher Conferences, Title I Parent Night, and an end of the year parent and student survey. Our school encourages an open door policy by all of these methods.

1118 (c) (5) Ensure parents the opportunity to submit comment if not satisfied

Our school has an open door policy. If a parent has any concerns they are encouraged to meet face to face, make a phone call, email, or write a note to make us aware of their concerns. Also, a monthly Parent-Teacher Organization meeting is scheduled and communicated through our school website and on bi-weekly newsletters.

1118 (d) (A) (B) School Parent Compact Development

With the assistance of staff, students, and parents the Andrews Parent/Student/School Compact was developed to communicate the expectations of each stakeholder. The compact is discussed and reviewed by all stakeholders during the first two weeks of school. At fall Parent-Teacher Conferences teachers discuss each of the components with parents/guardians and students. It is during this time successes, challenges, and/or changes are addressed. The compact is evaluated by staff, students, and parents each year to make necessary changes.

1118 (d) (2) (C) Parent Participation

Andrews Elementary offers multiple opportunities for parents to volunteer and participate in their child's classroom including classroom helper, field trips, Homecoming Tailgate, Field Day, etc. Our school has an open door policy, therefore, parents are encouraged to be a part of the classroom. Parents can be in contact with teachers and administration through emails, phone calls, weekly home-school connection folders, Parent-Teacher conferences, newsletters, and Parent-Teacher Organization meetings.

1118 (e) (1) Building Capacity for Involvement: Provide assistance to parents to understand content standards, assessments, Title 1 programming, monitoring child's progress and how to work with educators. To ensure that parents are informed about academic standards and assessments, Andrews Elementary will provide the following:

- Parent-Teacher Conferences are held in Fall and Spring. Additional conferences available upon request;
- Parents receive a copy of Grade Level Content Expectations provided at the beginning of the school year and at the Annual Open House;
- Parents are provided with local assessment information (NWEA, Dibels assessment, classroom assessments). This information is shared with parents at conferences and Title I Parent Nights;
- Students who receive additional assistance are progress monitored every two-three weeks. When appropriate, the information is shared with parents;
- Title I staff members are available at Title I Nights and Parent-Teacher Conferences to share and interpret data to parents;
- An annual informational Parent Night for Title I Math and Language Arts provides opportunities for involvement in their child's learning;
- Kindergarten Round-Up is held in the spring to share expectations with Kindergarten parents;
- Statewide summative assessment results sent to parents;
- Local assessment information (NWEA, Dibels, district common assessments) shared with parents at conferences or sent to parents.

1118 (e) (2) Provide materials and training for parents

Andrews Elementary offers trainings and materials to parents through the following events and activities:

- Kindergarten Meet and Greet;
- Title 1 Parent Nights;
- Bi-weekly school newsletters/classroom newsletters;
- Parent-Teacher Organization meetings;
- School website;
- PowerSchool;
- Annual Open House;
- Lists of community resources and assistance in accessing these resources, as needed.

1118 (e) (3) Training for school staff

Andrews Elementary values and respects parent involvement in the school community. Parent involvement is encouraged.

- Parent Survey;
- Parent-Teacher Organization Meetings-monthly;
- PTO Newsletter and monthly meetings;
- Classroom and office newsletters;
- William Parrett/Kathleen Budge-*Turning High Poverty Schools into High Performing Schools*, Carol Ann Tomlinson-*How to Differentiate Instruction in Mixed Ability Classrooms*, Ruby Payne-*Understanding Poverty*, Doug Lemov-*Teach Like a Champion*; Feldman Strategies.

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

Andrews Elementary will work to coordinate programs to ensure success for all:

- Parent Volunteers (classroom, field trips, Noon hour monitors);
- PTO;
- Family Fun Day (weekend opportunity);
- School Improvement Team;
- Classroom visits/lunch;
- 4th grade camp;
- Fundraisers;
- Holiday sing-a-long;
- Grandparents/Senior Citizens Day;

- Volunteers;
- Awards Assembly;
- Family Feast (Y5-K);
- Fall Program;
- Kindergarten Celebration;
- 5th Grade Rite of Passage;
- Guest Speakers/Readers;
- Track & Field Day;
- Volunteer Sunrise Celebration;
- Donuts and Grown-Ups.

1118 (e) (5) Provide information in a format that is understandable to parents to ensure that all parents are informed in a timely manner, Andrews Elementary will provide communication through:

- Tuesday Folders – weekly folder that includes school communication and completed work;
- Non-custodial parent mailings;
- Newsletters;
- Class websites;
- Email;
- Postcards home;
- Phone calls;
- Quarterly Report Cards;
- Bilingual interpreter, as needed, through community;
- Classroom reports.

1118 (e) (14) Provide other reasonable support as requested Andrews Elementary will make every effort to support our parents and make sure their needs are met:

All staff members, including principal, administration, and support staff, will make every effort to accommodate parent requests to ensure students and parents' individual needs are met in order to foster more positive parent involvement.

1118 (f) Accessibility for disabled parents, LEP parents, parents of migratory children

Andrews Elementary will provide:

- Flexible meeting options;
- Handicapped Accessible Facilities;
- Provide a translator for meetings/conferences/phone conferences;
- Accommodations for deaf parents;
- Collaboration with community agencies (Community Mental Health);
- Transportation – Medical Coordinator/PAWS Clinic, Principal, Behavior Interventionist.