

ZACHARY ELEMENTARY
SCHOOL-LEVEL TITLE I PARENT INVOLVEMENT POLICY
2016-2017

The administration, staff, and parents of Zachary Elementary believe that the improved academic achievement of each student is a responsibility shared by the entire school community, including the school district, school, community members, school administration, staff, students, and parents.

Parent involvement activities in the school will include opportunities for:

- Parents to volunteer and be involved in school activities
- Staff development and parent education
- Parents to provide home support for their student's education
- Parents to participate in school decision making
 - Effective communication between the school and parents

Responsibilities – Zachary Elementary will:

- Provide a high quality curriculum and instruction in a supportive and effective learning environment enabling students to meet the state academic standards. Zachary Elementary will provide this environment by ensuring that every student has access to:
 - o High quality teachers
 - o Adequate academic resources
 - o Suitable facilities
 - o Organized instructional time
 - o Involve parents in the Zachary Elementary School Improvement Team process
 - Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, plans, and policies.
 - o Solicit parental input at parent gatherings such as
 - ZEPTO (Zachary Elementary Parent Organization) Meetings
 - Grandparents' Night/Day
 - iLEAP Parent Meetings
 - AR Night
 - Family Math Night
 - Holiday Lunches
 - Star Student Breakfasts
 - Orientation/Open House
 - Web Response
 - AR Night
 - Spring Student/Parent Picnic

With regard to the School-Level Parent Involvement Policy,

Zachary Elementary will:

- Facilitate and implement the parent involvement policy
- Involve parents in the planning, review, and improvement of the policy by inviting them to take part in developing the School Improvement Plan (SIP). (Parent representatives on the SIP will solicit parental response to the SIP).
- Provide the policy in an understandable and uniform format
- Make the School Involvement Policy available to the community by:
Discussion and review at the fall Orientation/Open House to include the Parental Involvement Plan in the Zachary Elementary Handbook

With regard to parent meetings, Zachary Elementary will:

- Provide opportunities for parent/teacher conferences
- Host an annual meeting at the fall Orientation/Open House to inform parents of their school's participation in Title I, the requirements of Title I, and the right of parents to be

- involved
- Provide updates on participation in Title I and opportunities for involvement at scheduled parent organization meetings.
- Inform parents of the meeting and encourage and invite parents to attend.

With regard to Title I Programs and Plans, Zachary Elementary will:

- Inform parents at the fall Orientation/Open House about the goals and purposes of Title I, any Title I programs at the school, the curriculum used in the programs, the academic assessments used to measure student progress, and the proficiency levels students are expected to meet.
- If the Title I plan is not satisfactory to the parents, submit any parent comments on the plan when it is submitted to the district.
- If requested by parents, provide opportunities for regular meetings of parents and the school where parents may offer suggestions and ask questions regarding Title I policies and programs.
- Administrators will provide timely responses to parent's suggestions and questions.
- Communicate school improvement goals through the "parent link" on the school website.

With regard to professional development, Zachary Elementary will:

- Provide training to school staff to strengthen parent involvement efforts relating to:
 - o Valuing contributions of parents
 - o Reaching out to, communicating with, and working with parents as equal partners
 - o Implementing and coordinating parent programs
 - o Building ties between parents and the school

With regard to the coordination with other programs, Zachary Elementary will:

- Collaborate with community agencies and businesses to provide activities that encourage and support parents in more fully participating in the education of their student; including specific activities such as:
 - o Sponsorship of programs to encourage parents to be involved on campus (Star Student Breakfast, etc)
 - o Working with ZEPTO
 - o Volunteering at school
 - o Participating in School Programs (Honor Roll, Champions of Conduct, Star Student, etc)
- Provide materials and training to help parents work with their child to improve the child's achievement, such as literacy training and using technology, to foster parental involvement
 - o Offer multiple iLEAP parent workshops
 - o Homework and projects will be listed on the school's website
 - o Technology help will be listed on parent resources page on the school's website.
 - o Current Events Conversation – Students will participate in current event activities and then involve their parents in conversations on a given topic.
 - o Partnership programs – Parents and students work together on current event projects
- Ensure that all information related to school and parent programs, meetings, and other activities is sent to parents through school newsletters and the school's website.
- Provide such other reasonable support for parental involvement activities as parents may request through:
 - o Parent Command Center where parents have "on-line" access to grades, attendance, and discipline reports.
 - o Parent workshops on testing
 - o Star Student Breakfast – A breakfast for students and parents to discuss student achievement and efforts by the school and families to meet academic goals.
- Provide access to educational resources for parents to use together with their students through:

- o Educational resources listed on parent resources page of Zachary Elementary's website.
- o Parent resources section in library
- o Literacy training
 - Parents will meet with students and staff prior to the start of school (at orientation) to receive literacy strategies.
 - Book Sharing – Students will select a book to share with their parents as they demonstrate various reading strategies.

The staff of Zachary Elementary:

Assist the administration in facilitating and implementing the school level parent involvement policy and parent involvement activities.

- o Advise parents of their student's progress on a regular basis with:
 - o Web-based Parent Command Center (an informational pamphlet will be available with directions and tips; a "working station" will be set up in the computer lab at orientation; parent technology classes designed for instruction will be provided, if needed)
 - o Bi-monthly student work samples sent home
 - o Mid-nine weeks' progress report
 - o Report cards each nine weeks
- o Provide opportunities for parents to meet with them on a regular basis to discuss their student's progress and to participate as appropriate in the decisions relating to their student's education. Hold at least two parent/teacher conference during the year at which the Student/Parent/Teacher Compact will be discussed as it relates to the student's achievement.
- Provide opportunities for parents to volunteer and participate in their student's class and observe classroom activities through:
 - o Opportunities to volunteer in the classroom
 - o Opportunities to participate in field learning activities.

