

# Greenlee Elementary School Parental Involvement Policy

## I. POLICY INVOLVEMENT

The Parent Involvement Plan is jointly developed with, agreed upon with, and distributed to all parents. We will, to the extent possible, provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in a language that the parent can understand. Furthermore, we will coordinate and integrate parental involvement programs and activities at the school level with other federal, state, and district programs. The Parent Involvement Policy is presented for discussion and approval with parents and the community during the annual Title I meeting. The policy is updated as needed and reviewed annually by a team of people including parents, community members, school and district administrators and school faculty and staff members in order to continuously meet the changing needs of our parents, students, and the school.

## II. SHARED RESPONSIBILITY: TEACHER-PARENT-STUDENT COMPACT

The TEACHER-PARENT-STUDENT COMPACT, jointly developed with, agreed upon with and distributed to all parents, describes how teachers, parents, and students share the responsibility for high student achievement. A team of people including parents, community members, school and district administrators and school faculty and staff annually review the TEACHER-PARENT-STUDENT COMPACT.

## III. BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the parents, community and school to improve student achievement, we will:

- a. Assist parents in understanding Mississippi's academic and achievement standards by disseminating pamphlets and hand-outs (Parents' Right to Know, Federal Programs Guide, Child Find under IDEA 2004) and by conducting Parent-Teacher conferences, parent workshops, and Open Houses.
- b. Communicate and monitor a child's progress by interim report cards every 4 ½ weeks of the nine weeks, reports cards every nine weeks, IEP meetings, weekly/monthly telephone calls, AIMS messaging and class texts through Remind, parent-teacher conferences and ActiveParent website.
- c. Assist parent in helping them to improve achievement of their children through a monthly newsletter that provides activities and suggestions, parent-teacher communicators with daily and weekly assignments, and conducting parent workshops.
- d. Educate teachers and other staff members, with the assistance of parents, in

reaching out to, communicating with, and working with parents through PTO, conferences, workshops, and staff development

- e. Send information related to school and parent programs, meetings, and other activities to the parents in a format and language they can understand through teacher generated letters, PTO meetings school calendar, parent/student handbook, parent-teacher communicator and ActiveParent website.
- f. Provide opportunities for parents to communicate with the school through an open door policy, parent-teacher communicators, designating time to meet with principal and/or teacher, and parent workshops.
- g. Provide other activities to promote parental involvement such and Teacher Appreciation Week, Fall Carnival, Trunk or Treat, field trips, reward trips for accomplishments, Red Ribbon Week, Book Fair, and parent volunteers.
- h. Involve parents in decisions on how Title I parent involvement funds are used.

The Parental Involvement Plan has been developed jointly with parents, Additional activities are needed to ensure parents' full participation in the Title I programs of our school. These activities include:

- 1. Convening one or more meetings at convenient times to inform parents of the school's participation in the Title I program, the requirement of Title I law, and their right to be involved.**

Greenlee Elementary School shall hold meetings for parents and community members at various times to accommodate stakeholders. These meeting will be publicized by multiple means: flyers sent home with students, Flyers posted in public places such as doctors' offices, grocery stores, public library. Meetings will be posted on district web page, school web page, and in local radio stations web pages and Local newspaper. Parents will also be notified through Remind text messages from teachers, School/District Facebook, AIMS 2.0, and the schools messaging system.

- 2. Offering a flexible number of meeting and parent trainings at convenient times for parents to participate, give suggestions, and take part in decision regarding the instructional program of the school.**

Greenlee Elementary School shall hold meeting for parents and community members at different times of the day and different days of the week to accommodate all stakeholders. These meetings will be publicized by multiple means: flyers sent home with students, Flyers posted in public places such as doctors' offices, grocery stores, public library. Meetings will be posted on district web page, school web page, and in local radio stations web pages and Local newspaper. Parents will also be notified through Remind text messages from teachers, School/District Facebook, AIMS 2.0, and the schools messaging system.

**3. Parents are involved in and “organized, ongoing, and timely way,” in the planning, review and improvement of the Parental Involvement Policy and Title I Programs. Parents will receive timely information about Title I Programs.**

Greenlee Elementary School Shall hold meeting for parents and community members, these stake holders are selected ads members of the Greenlee Elementary Schoolwide improvement committee. These annual meeting will be for review of programs and planning for the upcoming year’s programs. This Committee is involved with the Parent-Teacher-Compact, parental involvement policy, and the federal programs application and budget. Notices of meetings will be posted on schools web page, local media and send out through AIMS 2.0. Notices will also be sent out through REMIND the teachers group text messaging system. Agenda, minutes and sign-in sheets will be kept on file of these meetings.

**4. Provide parents of participating children—**

- a. Timely information about programs under this part;**
- b. A description and explanation of the curriculum used at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students area expected to meet; and**
- c. If requested by parents, opportunities for regular meeting to formulate suggestions and to participate, as appropriate , in decision relating to the education of their children, and respond to any such suggestions as soon as possible; AND**

Greenlee Elementary School shall send letters home to stakeholders concerning information about Federal Programs. Regular parent meetings are held throughout the school year to help keep parents informed and provide opportunities for parents to ask questions concerning the curriculum and academic progress of their children.

**5. If the school wide program under section 1114(b) (2) 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.**

Greenlee Elementary School provides a copy of the schoolwide plan to parents and other stakeholders at every opportunity available. The school wide plan is kept on file at the school principal’s office, the superintendent’s office and in each school library. In the Federal Program planning annual meeting each parent is provided a feedback form. These forms are compiled and used when the committee is reviewing the schoolwide plan each year. Greenlee Elementary School Federal Programs committee reviews this compact each year and makes necessary changes to reflect the commitment of all stakeholders.

- 6. Share the responsibilities for the student academic achievement with parents, the entire school staff and students through the use of the Parent-Teacher-Student Compact.**

Greenlee Elementary School Federal Programs committee reviews this compact each year and makes necessary changes to reflect the commitment of all stakeholders. Greenlee Elementary School requires all stakeholders to sign and return a Parent-Teacher-Student Compact. These compacts are kept on file in the principal's office.

- 7. Will provide assistance in understanding the State's Curriculum content standards, State's Student academic standards for assessment, how to improve student achievement to include technology training, educate teachers, school staff, principals to the value of parental involvement, work with outside agencies to encourage parental involvement and publicize information regarding meetings that allow parental involvement.**

Attala County School District provides professional development which includes training in technology and curriculum. Greenlee Elementary School will provide training for parents in technology and other areas. Regular parent meeting are held throughout the school year to help keep parents informed and provide opportunities for parents to ask questions concerning the curriculum and academic progress of their children. Greenlee Elementary School will send news letters home to stakeholders concerning information about federal programs state curriculum content standards, and how to improve student achievement.

- 8. Will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 in a format and, to the extent practical, in a language such as parents understand.**

Greenlee Elementary School will send home letters to stakeholders concerning information about Federal Programs in native languages. Regular parent meetings are held throughout the school year to help keep parents informed and provide opportunities of parents to ask questions concerning the curriculum and academic progress of their children. Greenlee Elementary employees a teacher who is fluent in Spanish, they will provide translation at meetings for a parent whom that is required.

**Revised and Approved Fall 2015**