

## **Jackson Elementary School Procedures for Parent Involvement 2012 - 2013**

Jackson Elementary School is committed to the goal of providing quality education for every child. Partnerships between the school, the home and the community are not only necessary but vital for our students to grow and succeed at the highest levels they can.

Jackson Elementary School recognizes that some students may need extra assistance to reach the state's high academic standards. One avenue of help is through the Title 1 program. Jackson Elementary School intends to include parents in all aspects of the school's Title 1 program. The goal is a school-home partnership that will help all students to succeed, which will be guided by the following:

### **School Parental Involvement Procedures**

- Parents and staff will review the previous year's parent involvement procedures at a meeting in the first months of school.
- Revisions and changes for the current year will be made by mid/late-October, 2012.
- Final procedures will be posted in the building and on the building website.

### **Annual Title 1 Parent Involvement Meeting**

- The annual meeting will be held within the first months of school.
- All parents will be invited to this meeting through the school newsletter.
- The agenda of the meeting will include:
  - An opportunity for input into the procedures for parent involvement, the school-parent-student compact and the parent involvement budget and plan.
  - Information from the spring Title 1 program survey.

### **Notification**

- Parents are notified of their student's participation in programs that include reading, math and English-language support in October, and through individual planning meetings and conferences.
- Parent - teacher conferences are held twice a year, in October and in March.
- Frequent family events include information about the curriculum being taught.
- Report cards are sent home each semester.
- Jackson Elementary School will inform parents of the purpose and existence of the Parental Information and Resources Center (PIRC) in Washington through the parent newsletter.

### **School-Parent Compact**

- Each Title 1 school shall jointly develop with parents a school-parent-student compact that outlines how parents, the staff, and students will share the responsibilities for improved student academic achievement.
- The compact will be discussed during the October parent-teacher conference.
- Student academic progress is closely monitored, and interventions are established for students identified in grade-level teams or by the school Student Study Team.
- Teachers make individual phone calls to parents of students not making adequate academic progress.
- Parents can schedule meetings with all school staff members at any time to discuss their child's progress.

### **Additional Opportunities for Involvement**

- Meetings and events will be held throughout the year to increase parents' knowledge about the curriculum and how to better support their child academically.
- Parents are encouraged to join the Parent-Teacher Association and participate in PTA events.
- Parents are welcome to volunteer or observe in classrooms.
- Office staff disseminate pertinent information about programs for parents and families, such as Head Start and ECEAP, Boys & Girls Club, etc.
- The Counselor and staff communicate with families regarding community resources and work to resolve situations that impede student progress.

### **Efforts to Ensure All Parents Are Included**

- Translation of written materials into the parents' language is provided when practical.
- Interpreters are provided for conferences and school events.
- Child care is provided at some school events.
- School meetings and conferences are offered at a variety of times.
- School staff is available by phone and by email.

Jackson Elementary School's Parent Involvement Procedures have been developed / revised jointly with, and agreed upon with, parents of children participating in the Title 1 program, as evidenced by meeting sign-in.

These Parent Involvement Procedures were revised by Jackson Elementary in October 2012 and will be in effect for the period of the 2012 – 2013 school year. The school will distribute these Procedures to all parents and make it available to the community through the school website.

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Building Principal / Date

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Title 1 Authorized Representative / Date