

**Siple Elementary
School-Wide Title I Parent Involvement Policy**

Part I: Policy Involvement

Siple Elementary's School-Wide Title I Parent Involvement Plan was created as a collaborative effort between parents and staff. Parents played 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 School-Wide Title I Program: 1118 (b)

Siple Elementary School will:

Convene an annual meeting: 1118 (c) (1)

- *Annual Title I/Curriculum Review meetings will be held at the beginning of the school years.*
- *The purpose of the meeting will be to share the School-Wide Plan, the School Parent Involvement Policy, and School- Parent Compact.*
- *Parents will be notified of the meeting in the Back-to-School parent letter in August.*

Offer flexible meeting times & varied activities designed to support and encourage the involvement of all parents: 1118 (c) (2)

Siple Elementary will ensure the involvement of all parents by offering the following activities during daytime and evening hours:

- *Annual Title I/Curriculum Review meetings*
- *Family Education Events (Sum Day Fun Day, Family Reading Event, Understanding Assessment, Super Science Day, and Write with Me!)*
- *Parent/ Teacher Conferences*
- *PTC (Parent Teacher Club) Activities*

Involve parents in planning, reviewing, and improving the School-Wide Title 1 program, including the School and District Parent Involvement Policy: 1118 (c) (3)

Siple Elementary will ensure the involvement of parents in planning and reviewing the Title I program by:

- *Conducting a Title I Parent Satisfaction Survey in May*
- *Revisiting the policy to incorporate suggestions based on the Title I Parent Satisfaction Survey results.*
- *Sharing the Parent Compact at Parent/ Teacher Conferences.*
- *Reviewing School-Wide Plan, School Parent Involvement Policy, and School-Parent Compact at the Annual Title I/Curriculum Review meetings.*
- *Improving communication with parents.*

Provide timely information about the School-Wide Title 1 Program, the academic curriculum, assessments used to measure progress, grade level expectations, and opportunities to interact with teachers regarding the education of their children: 1118 (c) (4) (A) (B) (C)

Siple Elementary will provide parents with timely information through:

- *Parent/Teacher Conferences*
- *Back-to-School Open House*
- *Annual Title I/Curriculum Review meetings*
- *School and classroom newsletters*

- *Progress reports and report cards*
- *School Website*
- *Family Education Events*
- *Take Home Folders*
- *Student planners to provide daily communication with parents concerning homework for 3rd and 4th grade students.*
- *Telephone calls*
- *Parent-Student Handbook*
- *DTV, District Cable Television Channel*
- *School marquee*

Provide parents opportunities for regular meetings to formulate suggestions, and participate in decision making relating to the education of their children: 1118 (c) (4) (C) & 1118 (c) (5)

Siple Elementary will provide parents opportunities to participate in decision making related to their children's education by:

- *Scheduled IEPT(Individual Educational Plan Team) meetings*
- *Regularly planned Parent/Teacher Conferences*
- *Additional Parent/Teacher Conferences at the request of the parents or teacher.*
- *Annual Title I/Curriculum Review meetings*

Provide parents opportunities to comment on the School-Wide Title I Plan: 1118 (c) (5)

Siple Elementary faculty and administration is readily available to discuss the parents' questions or concerns regarding the School-Wide Title I plan. We will invite parent comments by:

- *Conducting a Title I Parent Survey in May of each school year to assess parent satisfaction.*
- *Revisiting the policy to incorporate suggestions based on the Title I Parent Survey results.*
- *Reviewing the Parent Compact at Fall Parent/Teacher Conferences each school year. Parents will be required to sign a form stating that they have received and fully understand the Parent Compact.*
- *Reviewing School-Wide Title I Plan and School Parent Involvement Policy at the Annual Title I/Curriculum Review meetings each Fall.*

Part II: Shared Responsibilities for High Student Academic Achievement

Siple Elementary School will:

Develop jointly with parents, teachers and students a School/Parent/Student Compact. The compact will outline ways in which the parents, school staff, and students will work together to ensure high academic achievement: 1118 (d) (1) & 1118 (d) (2) (A)

Siple Elementary will jointly develop the School/Parent/Student Compact by:

- *Conducting a survey of certified staff to generate a list of teacher responsibilities at a bi-monthly staff meeting at the beginning of the school year.*
- *Reviewing Title I Parent Survey results and making revisions.*
- *Sharing with parents at Annual Title I/Curriculum Review meetings each fall and inviting parents to generate new ideas or changes to parent and student responsibilities.*
- *Reviewing the Parent Compact at Fall Parent/Teacher Conferences each school year. Parents will be required to sign a form stating that they have received and fully understand the Parent Compact.*

Our current School/Parent/Student Compact was jointly developed between teachers, students and parents. The staff formed the responsibilities of the teachers and contributed to the responsibilities of the students at a bi-monthly staff meeting. Parents formed the responsibilities of the parents and contributed to the responsibilities of the students at a school-wide event. Students contributed to the responsibilities of the students at a school-wide event.

Provide frequent reports to parents on their children's progress: 1118 (d) (2) (B)

Siple Elementary will provide various academic reports to parents:

- *Report Cards (November, January, April and June)*
- *Progress reports are available each midterm.*
- *Parent Teacher Conferences (November, April, additional conferences available upon request)*

Provide opportunities for parents of children receiving Title I services reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities: 1118 (d) (2) (C)

Siple Elementary administration and staff have an open door policy for parents. In addition, parents are encouraged to participate in the following activities:

- *PTC (Parent Teacher Club)*
- *School volunteers*
- *Super Science Day volunteers*
- *Field Trip chaperones*
- *Field Day Volunteers*
- *Guest Readers*
- *Classroom helpers*
- *Family Education Events*
- *Classroom observations upon request*

Part III: Building Capacity for Involvement

Siple Elementary School will:

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

To ensure that parents are informed about academic standards and assessments Siple Elementary will provide the following:

- *Parent/Teacher Conferences*
- *Annual Title I/Curriculum Review meetings*
- *Back-to-School Open House*
- *Parent copy of Grade Level Content Expectations provided at Annual Title I/Curriculum Review meetings and on the school website*
- *MEAP results mailed to parents*
- *Local assessment results (DIBELS, DRA2, and district writing assessments) shared with parents at conferences and on report cards.*
- *Literacy Specialist will be available at Open House and Parent/Teacher Conferences to answer questions about reading assessment, interventions and curriculum.*
- *Michigan Department of Education link available on school website under the Parent Links tab.*

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

Siple Elementary will offer training and materials to parents through the following events and activities:

- *Annual Title I/Curriculum Review meetings*
- *Family Education Events*
- *Kindergarten Orientation*
- *Great Start Readiness preschool program*
- *SKIP (Successful Kids = Involved Parents) preschool program*
- *Kindergarten Readiness program*
- *Provide lists of community resources to individual parents and assistance in accessing these resources as needed.*

Educate the academic community regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs: 1118 (e) (3)

Siple Elementary will educate teachers, paraprofessionals, principals, and other staff in the value and the utility of parents' contributions by:

- *Providing professional development using the book **Working with Parents: Building Relationships for Student Success** by Ruby K. Payne, Ph.D.*
- *Provide professional development by a certified Ruby Payne trainer.*
- *Provide professional development DVD series on **Teaching with Poverty in Mind** by Eric Jensen.*
- *Additional professional development at staff meetings throughout the school year.*

Coordinate parent involvement activities with other programs: 1118 (e) (4)

Siple Elementary will coordinate and integrate parental involvement programs and activities with Head Start, Great Start Readiness Program, Junior First, SKIP, public preschools and other programs by:

- *Providing information regarding upcoming events on the school website*
- *Provide information about upcoming events in school newsletters*

Provide information related to school and parent programs, meetings, and other activities to parents in a format and language parents can understand: 1118 (e) (5)

Siple Elementary will ensure that all parents are informed in a timely manner and in a format and language that parents can understand by insuring the availability of, but not limited to, the following:

- *Limited English: Full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children will be provided. Language Lines Translation Services and translators for parent meetings are available. Printed material and individual student academic assessment results can be translated through the Genesee Intermediate School District.*
- *Parents with Disabilities: Full opportunities for the participation of parents with limited English proficiency, parents with disabilities and parents of migratory children will be provided. Language Lines Translation Services and translators for parent meetings are available. Printed material and individual student academic assessment results can be translated through the Genesee Intermediate School District.*
- *Literacy: Parents with limited literacy skills will be provided information verbally as needed.*

Provide opportunities for parent involvement activities as requested by parents: 1118 (e) (14)

Siple Elementary administration and staff welcome suggestions from parents regarding parent involvement activities. Parents are invited to actively participate in the following activities:

- *PTC (Parent Teacher Club)*
- *School volunteers*
- *Super Science Day volunteers*
- *Field Trip chaperones*
- *Field Day Volunteers*

- *Guest Readers*
- *Classroom helpers*
- *Family Education Events*

Provide Title I funds for parent involvement activities: 1118 (e) (14)

Siple Elementary will use Title I Parent Involvement funds to provide the following activities:

- *Back-to-School Open House*
- *Annual Title I/Curriculum Review meetings*
- *Parent/Teacher Conference Title I resource bags*
- *Family Education Events*
- *Celebration of Learning program*

Part IV: Accessibility

Siple Elementary School will:

Provide parent involvement activities accessible to all parents, including those with disabilities, parents who use English as their 2nd language, and parents who are migratory: 1118 (f)

Siple Elementary will ensure that all parents who are disabled, ELL, or migratory have accessibility to parent involvement opportunities and in a format and language that parents can understand by insuring the availability of, but not limited to, the following:

- *Limited English: Full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children will be provided. Language Lines Translation Services and translators for parent meetings are available. Printed material and individual student academic assessment results can be translated through the Genesee Intermediate School District.*
- *Parents with Disabilities: Full opportunities for the participation of parents with limited English proficiency, parents with disabilities and parents of migratory children will be provided. Language Lines Translation Services and translators for parent meetings are available. Printed material and individual student academic assessment results can be translated through the Genesee Intermediate School District.*
- *Literacy: Full opportunities for the participation of parents with limited literacy skills will be provided verbally as needed.*
- *Sending notices of meetings/events in language requested by parents, to the extent practicable.*
- *Providing flexible meeting times*
- *Providing handicap accessible facilities*
- *Phone conferences*
- *Collaboration with community agencies; i.e., Community Mental Health, Genesee Intermediate School District, Mott Children's Hospital*

To the parents of: _____

SIPLE ELEMENTARY TITLE I SCHOOL- PARENT COMPACT

Dear Parents,

Siple Elementary School continues to update and improve our K - 4 curriculums. In order for your child to have the best possible educational opportunities within Siple Elementary School, it is important that we continue to have a partnership among the parents, students, and school. Below you will find a School-Parent Compact explaining suggested responsibilities within the partnership. This document was jointly created by the Siple Elementary School staff, parents and students. I trust that your child is benefiting educationally from the Title I Program. In May you will receive a form asking for your evaluation of this year's Title I program. If you have questions regarding the Title I program please contact me at 810-591-5104 ext. 131. If you have questions regarding your child's progress, please contact your child's teacher.

Christy Flowers
Siple Elementary Literacy Specialist

SIPLE SCHOOL RESPONSIBILITIES

- Provide additional support in math, science, reading, and/or social studies.
- Provide paraprofessional support for K – 4 students.
- Provide ongoing information regarding student progress.
- Provide parent meetings to establish a partnership between the school and parents to increase student success.
- Provide opportunities for parents to learn activities and strategies to use when working with their child.
- Provide instruction driven by Michigan Standards and the District curriculum.
- Provide differentiated instruction to meet individual student needs.
- Provide ongoing assessment to monitor student progress.
- Provide a safe and nurturing environment to support emotional and academic success.
- Provide and support positive behavior instruction through the Cardinal Code (District adopted positive behavior plan).
- Provide essential supplies for learning.
- Provide continuous professional development for staff to ensure professional growth and use of best practices.
- Provide ongoing information regarding student progress.

PARENT RESPONSIBILITIES

- See that my child arrives on time and attends school regularly.
- Attend at least two parent teacher conferences.
- Read to and listen to my child read on a regular basis.
- See that my child completes his/her school work.
- Stay informed about my child's education by promptly reading all notices from the school or the school district and responding if requested.

STUDENT RESPONSIBILITIES

- Do high-quality work every day and ask for help when needed.
- Complete assignments.
- Do my own work.
- Give to my parents or the adult who is responsible for me all notices and information received by me from my school every day.
- Treat parents, teachers, and paraprofessionals with respect.
- Follow the Cardinal Code (District adopted positive behavior plan)
- Attend school regularly.
- Actively participate.
- Provide opportunities for parents to learn activities and strategies to use when working with their child.