

Burr Oak
Title I School-Wide Parent Involvement Policy

Vision

Burr Oak Schools believes that parents are their children's first and most important teachers. Positive results such as high student achievement, reduced absenteeism, improved behavior, and a feeling of confidence regarding the partnership between home and school occur when the school and parents are involved cooperatively.

Part I: Policy Involvement

The Burr Oak Title I School-Wide Parent Involvement Policy 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 parent feedback and suggestions in order to update and improve our School-Wide Title I Program: 1118(b)

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

Burr Oak Schools will hold an annual school-wide Title I Meeting for all parents within the first month of school.

The purpose of the meeting will be to introduce staff, share the School-Wide Plan, review the School Parent Involvement Policy, and to explain our Title I program and how parents can be involved to help their child be successful.

Parents will be notified of the meeting through our monthly newsletter, our school website, phone calls, and through U.S. Mail.

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

Burr Oak Schools will ensure the involvement of all parents by offering the following activities:

Parent Conferences

Informational state testing night

Flexible IEP Times

Title 1 Parent planning/SIP evening

Parent/teacher conferences schedules at parents' convenience

Open House - in August before school - evening

Mid-year targeted and optional conference at parents' convenience

Contact with school counselor

Volunteers

Math Night - Count Me In

March is Reading Month plus family night

Field Trips

Showcase of Learning in the spring

Books are Fun Day

Clue Me In - spring

Fall Kickoff

Scholastic Book Fair

Accelerated Reader Awards Assembly - monthly

Publishing Party - kindergarten

Portfolio presentations - K, 4th, 8th

Kindergarten, Eight grade Graduation

Thanksgiving Feast - community

Community Garden

Discovery Days

Young Authors' Day

Honors Awards Day

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

Burr Oak Schools will ensure the involvement of parents in planning and reviewing the School-Wide Title I program through the following activities:

Reviewing the School Parent Involvement Policy and program components at the Annual Title I parent meeting.

Posting the Parent Involvement Policy in a visible location for parents to review during November Parent-Teacher Conferences.

Posting the Parent Involvement Policy on the school website and including the policy in the Parent-Student Handbook.

Reviewing and distributing Parent Compacts at fall conferences and discuss and review program components and needs.

Conducting a parent survey for all parents – at fall conferences to be used to evaluate and modify programming needs.

Reviewing and revising the Parent Involvement Policy to incorporate suggestions based on the parent survey results.

Placing a suggestion box in a visible location for continued communication between parents and school all year. Reviewing suggestions and comments at Title I meetings. Acting on these suggestions made by stakeholders, as appropriate, to improve program.

Expanding all avenues of communication with parents (school newsletter, classroom newsletters, district publication, and website) to increase parent involvement in the School-Wide Title I program and to select input for improvements.

Provide timely information about the School-Wide Title I Program, the academic curriculum, assessments used to measure progress, grading, and grade level expectations: 118 (c) (4) (A)

Burr Oak Schools will provide timely information through the following:

Annual Title I meeting

Parent Conferences (November / Targeted January/May / additional conferences upon parent request)

School / classroom / district newsletters

Pinnacle Gradebook Parent Internet Viewer/ Report Cards

District Web Site – Policy and Compact available on website

Fall Kickoff - Meet Title 1 teachers and general ed teachers, administrators

Transition to Kindergarten – Discovery Days – Parent awareness evening and coordination with daycares and preschools to educate all involved about kindergarten expectations

Home Visits (GSRP Preschool)

Daily / Weekly Take-Home Folders (K-4)

Telephone calls / e-mail correspondence / postcards / written correspondence

Parent-Student Handbook (on school website)

Provide parents of participating {Title 1} children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. 118 C (4) (B)

Standards based - Marzano scale reporting on cards

Common Core parent handout - PTA.org at conferences

Dibels - data review/progress reports - recommended benchmarks

New reading program - Reading Street - shared at conferences

Parent Information Viewer - anytime; paper copy as needed

Provide parents the opportunity to interact with teachers regarding the education of their children. Include parents in the decision making process and utilize their suggestions for improvement. Revise the School-Wide Plan to meet student and parent needs and share revisions with LEA: 1118 (c) (4) (c) & 1118 (c) (5)

Burr Oak Schools will provide parents an opportunity to interact with their child's school as follows:

Parent suggestion box located in a visible location where parents can provide suggestion for improvement and comments regarding the School-Wide Title I Program.

Include School-Wide Title I program as an agenda item at weekly team meetings and at school improvement meetings.

Go through parent suggestion box monthly and discuss both suggestions / positive notes. Utilize parent feedback to revise and update our School-Wide Title I program to meet the needs of all parents and students. Share suggestions and comments with staff and school board and act on suggestions as appropriate.

Conduct a parent survey at November parent-teacher conference and/or on-line in the spring for all parents.

Have a meeting with parents/caregivers for Title I to ensure understanding of services provided. These suggestions will be

used to revise the Parent Involvement Policy, when appropriate.

Parent conferences (November / April / additional conferences upon parent request).

Telephone calls / e-mail correspondence, etc. between parents, teachers, and school.

Given these opportunities for input, any concerns about unsatisfactory programming are shared with building and district personnel in order to address concerns.

Part II: Share Responsibilities for High Student Academic Achievement

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

Burr Oak Schools will develop and revise as needed, a School / Parent / Student Compact:

A parent compact has been jointly developed and is attached per requirements.

The Parent / Teacher / Student compact is developed by the Title I Teacher and Title I parents and reviewed annually. Revisions are made based on the November Conference Parent Survey results and additional suggestions provided by parents.

The compact is reviewed and given to all parents before or at the November Parent-Teacher conference. Teachers discuss how the compact relates to the success of each individual child. This ensures a strong home / school connection and allows all stakeholders to have a voice.

Parent teacher conferences are scheduled as follows:

Fall - required/scheduled - November 1st week

Winter - optional per parent or teacher request - February 4th week

Spring - required/scheduled - May 2nd week (after benchmark assessments are done)

Ongoing feedback and input is solicited at other sessions as needed throughout the year.

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

Burr Oak Schools will provide the following academic reports to parents:

Pinnacle online access to student assignments, grades, progress reports, report cards and attendance 24-7 through PIV for parents and students.

Report cards (November, April)

DIBELS, Delta Math, Moby Math, and Mathscore testing results

MEAP results

Phone calls

Early parent-teacher conferences as needed

Home visits as needed

Afford parents reasonable access to staff. Provide opportunities for parents to volunteer, participate, and observe in their child's classroom: 1118 (d) (2) (C)

Burr Oak Schools has an open door policy for parents with both administration and staff. In addition, parents are encouraged to participate in the following activities:

Classroom activities
Volunteer situations
Chaperones for field trips
Book fair helpers
Classroom observation as requested by parents
Parent readers
Family Fun Night - during fall conferences

PART III: Building Capacity for Involvement

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

Burr Oak Schools will provide the following information / activities to ensure that parents are informed about academic standards and assessments:

Parent-Teacher Conferences (November, May, additional and targeted conferences available upon parent or teacher request)
Parent copy of Common Core Standards given to parents at Parent-Teacher Conferences
ELPA results for English Language Learners sent to parents
MEAP results sent to parents and discussed individually.
Informational Title I meetings
Local assessment information (DIBELS, Delta Math, AimsWeb, Moby math, Mathscore, and district assessments) shared with parents at conferences and/or sent to parents.
Students receiving additional assistance will be progress monitored on a monthly or bi-monthly basis, depending on student need.
Title I Teacher available at conferences to provide information and answer questions about assessments.
Discovery Days / Preschool Meeting: Staff share kindergarten expectations and provide all parents with examples of at-home activities.
Results of kindergarten screening individually reported to all parents.

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

Burr Oak Schools will provide materials and training for parents as follows:

Discovery Days
Kindergarten Orientation
Parent friendly curriculum
Take home reading program

Count Me In math night

Lists of community resources and assistance in accessing these resources, as needed (211 phone number)

Summer Library Program

Pinnacle parent information viewer

Educate teachers, Title I staff, and principals regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs: 1118 (e) (3)

Burr Oak Schools values and respects parent involvement in the school community.

Parents are always the first point of contact when situations occur that involve students or the welfare of the entire school community.

Increased parent involvement will be part of the professional development plan for our staff in order to increase our parent engagement.

Staff will attend workshops and collaborate as a team and implement new ideas for effective parent communication.

District website posts main school calendar

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

Burr Oak Schools will work to coordinate programs to ensure success for all through the following activities:

Early On play groups

Great Start Readiness Program: Preschool program located in our school that prepares students for kindergarten expectations.

Transition to kindergarten: activities to educate preschool parents, daycare centers, and community stakeholders on kindergarten expectations

Preschool Visit: preschoolers and their parents invited to Burr Oak Elementary to tour their new building

Inform parents of school and parent programs in a timely and practical format in a language they can understand: 1118 (e) (5)

Burr Oak Schools will provide the following to ensure that all parents are informed in a timely and user-friendly manner:

Weekly Take-Home Folders

School newsletter / classroom newsletters / district newsletters, written in a language parents can understand

Bilingual interpreter, as needed, through community agencies (211)

Accommodations for deaf or other handicapped parents, as needed

Email, phone calls, home visit

Main calendar on school website

Provide support for parental involvement at their request: 1118 (e) (14)

Burr Oak Schools will make every effort to support our parents and make sure their needs are met:

We will make every effort to accommodate parent requests to ensure that students' and parents' individual needs are met in order to foster more positive parent involvement.

Part IV: Accessibility

Parent involvement activities accessible to all parents, including those with disabilities and parents who use English as their second language: 1118(f)

Burr Oak Schools will provide the following to ensure that parent involvement activities are accessible to all parents:

Flexible meeting times

Handicapped accessible facilities

Home visits

Phone conferences (bi-lingual interpreter, as needed)

School newsletter / classroom newsletters / district newsletters written in a language parents can understand

Accommodations for deaf parents

Collaboration with community agencies: i.e., Community Mental Health

Transportation assistance

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