

School Parent Involvement Policy – Viborg-Hurley Elementary

Title I regulations require that each school served under Title I jointly develop with and distribute to parents of participating children a written parental involvement policy agreed on by the parents.

Policy Involvement

- Convene an annual meeting, at a convenient time, to which all Title I parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;
 - This meeting is held during fall parent-teacher conferences. All Title I parents are invited to attend.
- Offer a flexible number of meetings that are convenient for parents and staff.
 - A time will be determined as needed via email, phone or school calendar.
- Involve parents, in an organized, ongoing, and timely way of any changes. Parental input is always encouraged.
 - All Title I parents are invited to the Back to School night in August.
 - Title I parents are invited to participate in the annual fall meeting at parent-teacher conferences.
 - Title I parents are encouraged to review all documents pertaining to Title I
 - Title I parents are encouraged to contact Peggy Petersen, Elementary Principal, or Samantha Porter Title I teacher at 766-5418 with any questions or concerns that arise.
- Provide parents of participating children –
 - Timely information is provided to parents at parent teacher conferences in the fall and spring. Progress reports are disseminated at this time.
 - 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; and
 - If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any suggestions as soon as practically possible.
 - Information is provided to parents in a variety of ways. Ex. Notes sent home with students, phone calls, email, newsletters, website.
 - The Viborg-Hurley School Title I program uses the DIBELS assessment three times per year to assess and monitor student progress.

Shared Responsibilities for High Student Academic Achievement

As a component of the school level parental involvement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local education agency assisted under this part.

Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State's academic content standards and the State student academic achievement standards, state and local academic assessments the requirements of this part and how to monitor a child's progress and work with educators to improve the achievement of their children.

- The State's academic content standards
- The State's student academic achievement standards,
- The State and local academic assessments including alternate assessments, the requirements of Part A,
- How to monitor their child's progress, and
- How to work with educators:
 - The Title I coordinator provides information regarding the State content standards by providing brochures from PIRC

Shall educate teachers, pupil services personnel, principals, and other staff, with the assistance for parents, in the value and utility of contributions of parents and how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parent and the school;

- The school district will hold a Back to School night in August to ensure parental involvement.
- The Parent-Teacher Organization hosts several meetings and activities for the parents and students to participate in throughout the school year.

Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs. The Viborg-Hurley School District will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Southeastern Education Cooperative, Viborg-Hurley Pre-Kindergarten program, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

- The Viborg-Hurley School District offers a free Pre-Kindergarten program for all children in the school district..
- A pre-school screening is offered in the spring.
 - It is provided by Head Start, The Southeastern Educational Cooperative and the Viborg-Hurley Pre-Kindergarten programs. The programs encourage parent involvement at all times.

Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and to the extent practicable, in a language parents can understand.

- Information is provided to parents in an understandable language and in a variety of ways. Ex. Notes sent home with students, phone calls, email, newsletters, website.

May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training:

May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.

May pay reasonable and necessary expenses associated with local parental involvement activities including transportation and child costs to enable parents to participate in school related meetings and training sessions.

May train parents to enhance the involvement of other parents.

May arrange school meetings at a variety of times or conduct in-home conferences between teachers or other educators, who work directly with participating children with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.

May adopt and implement model approaches to improving parental involvement.

May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section.

May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and

Shall provide such other reasonable support for parental involvement activities under this part as parents may request.

The Viborg-Hurley School District shall provide parental involvement activities to be determined, as needed.

Assessability

In carrying out the parental involvement requirements of this part districts and schools to the extent practicable shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

- The Viborg-Hurley School District will provide applicable information in a language that all parents can understand.
- Provide parents of children with disabilities equitable access for all needs.
- Provide tools necessary for migratory children and parents.

Part I General Expectations

The Viborg-Hurley School District agrees to implement the following statutory requirements:

- We will put into operation programs, activities and procedures that involve parents of Title I children.

- The school district will hold a Back to School night in August to ensure parental involvement.
- The Parent-Teacher Organization hosts several meetings and activities for the parents and students to participate in throughout the school year.
- Parent Teacher Conferences are held in the fall and spring
- Parents are encouraged to meet with Title I staff at any time by contacting Ms. Peggy Petersen or Ms. Samantha Porter at 766-5418.
- We will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.
 - The Viborg-Hurley School District will provide applicable information in a language that all parents can understand.
 - Provide parents of children with disabilities equitable access for all needs.
 - Provide the tools necessary for migratory children and parents.
- Parental involvement means the participation of parents in a regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - That parents play an integral role in assisting their child's learning.
 - That parents are encouraged to be actively involved in their child's education at school.
 - That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

Part II Description of How District Will Implement Required District-Wide Parental Involvement Policy Components

1. The Viborg-Hurley School District will take the following actions to involve parents in the joint development of its district-wide parental involvement plan under section 1112 of the ESEA:
 - a. The development of this policy is discussed during the informational parent meeting that is held during fall parent-teacher conferences.
 - b. Parents are encouraged to participate, observe, and provide input at any time throughout the school year.
2. The Viborg-Hurley School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - a. Should the need arise we will encourage parents to participate, observe and provide input during the fall annual meeting.
3. The Viborg-Hurley School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student achievement and school performance:
 - a. Parents are encouraged to attend the Back to School Night that is held prior to the start of the school year.
 - b. Parents are encouraged to attend the Informational Meeting that is held during fall parent-teacher conferences.
 - c. Parent-Teacher conferences are held in the fall and spring of the school year.

4. The Viborg-Hurley School District will coordinate and integrate parental involvement strategies of Part A with parent involvement strategies under the following other programs: Southeastern Educational Cooperative, Head Start, Viborg-Hurley Pre-Kindergarten program, by:
 - a. Utilize the Southeastern Educational Cooperative program 2 days a week at the school for 3 year olds, if needed. Birth to 3 is performed in the home setting.
 - b. Viborg-Hurley School District Pre-Kindergarten program has 2 sections (morning and afternoon) 4 days a week for 4 year olds.
 - c. Head Start is available as needed and helps with the screening process in the spring.
5. The Viborg-Hurley School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise if necessary (and with the involvement of parents) its parental involvement policies.
 - a. The evaluation will be conducted during the fall Title I Informational meeting by the Title I coordinator and Title I teacher.
 - b. Parents will provide input, regarding the parent involvement policy.
6. The Viborg-Hurley School District will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph –
 - A. The State's academic content standards,
 - B. The State's student achievement standards,
 - C. The State and local academic assessments including alternative assessments,
 - D. The requirements of Part A
 - E. How to work with educators (The Title I coordinator provides information regarding the State content standards by providing brochures from PIRC).
 - b. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
 - A. The school district provides technology based literacy intervention programs. The results are discussed at both parent-teacher conferences.
 - c. The Viborg-Hurley School District will with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to

reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- A. The school district will hold a Back to School Night in August to ensure parental involvement.
- B. The Parent-Teacher Organization hosts several meetings and activities for the parents and students to participate in throughout the school year.
- d. The Viborg-Hurley School District will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Southeastern Education Cooperative, Viborg-Hurley Pre-Kindergarten program, and conduct other activities, such as parent resource centers that encourage and support parents in more fully participating in the education of their children by:
 - A. The Viborg- Hurley School District offers a free Pre-Kindergarten program for all children in the school district.
 - B. A pre-school screening is offered in the spring. It is provided by Head Start, Southeastern Education Cooperative, and the Viborg-Hurley Pre-Kindergarten programs.
 - C. The programs encourage parent involvement at all times.
- e. The Viborg-Hurley School District will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand:
 - A. All information to parents is provided through a newsletter, school website, email, newspaper, and phone call when necessary.

Part III Discretionary District-Wide Parental Involvement Policy Components

The District-wide Parental Involvement Policy chooses to build parents' capacity for involvement in school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- In order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, who work directly with participating children
- Adopting and implementing model approaches to improving parental involvement;
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

Part IV Adoption

This District-wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A.

This policy was adopted by the Viborg-Hurley School District and will be in effect for the 2016-17 academic year. The school district will distribute this policy to all parents of participating Title I, Part A children.