

# Hillcrest Elementary School Parental Involvement Policy

2018-2019

## PART I. GENERAL EXPECTATIONS

**Hillcrest Elementary School** agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. (See **Enclosure**)
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school 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 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- The school will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.
- The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

- The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—*

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) 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;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

## PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Hillcrest Elementary School** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

*Parent information meetings*  
*Parent curriculum information meetings*

2. **Hillcrest Elementary School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

*Parent informational meetings*

3. **Hillcrest Elementary School** will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

*Power School communication*  
*School website*  
*Social Media such as Facebook*

4. **Hillcrest Elementary School** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

*NWEA scores*  
*NWEA goal setting sheets*  
*PARCC scores*  
*ACCESS scores*  
*Fountas and Pinnell scores*  
*Trimester progress reports*  
*Parent/teacher conferences*  
*Phone conferences with parents*  
*Curriculum night*  
*Literacy and math events*

5. **Hillcrest Elementary School** will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

*Individual conferences with teacher*  
*Individual conference with principal*

6. **Hillcrest Elementary School** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

*NWEA results sent home*  
*PARCC results sent home*  
*ACCESS results sent home*

7. **Hillcrest Elementary School** will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

*Parents will be notified by the school district.*

8. **Hillcrest Elementary School** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- 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 staff at Hillcrest Elementary School is committed to involving our parents in numerous activities that will keep them informed of their children's progress and performance:*

- *Parent/teacher conferences on district scheduled days*
- *Parent/teacher conferences throughout the year as needed*
- *Curriculum nights*
- *Literacy and math events*
- *Assessment results sent home in a timely fashion*

9. **Hillcrest Elementary School** will 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:

- *Literacy and math events*
- *Teacher websites*

10. **Hillcrest Elementary School** will, with the assistance of its 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:

- *Appropriate literature in the teacher bookroom*
- *Discussions at staff meetings and PD days regarding parent involvement*
- *Information from district leaders to principal to staff and parents*

11. **Hillcrest Elementary School** will, to the extent feasible and appropriate, coordinate parental involvement programs and activities with Hillcrest Elementary School to aid in the transition of Kindergarten students whose family belongs to W. C. Petty Elementary School. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- *Staff will attend appropriate transitional meetings for incoming students from Hillcrest Elementary School*

**12. Hillcrest Elementary School** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

- *School communications will be sent to the parents in both Spanish and English when appropriate*
- *All communications sent home will also be posted on the school's website*
- *The school will make all attempts to provide written and oral communication to parents who speak a language other than Spanish or English when appropriate*

### **PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY**

NOTE: The School Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the 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:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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**PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by Kristina Guntharp, Director of Teaching and Learning.

This policy was adopted by the Hillcrest Elementary School on September 4, 2018 and will be in effect for the period of one school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before November 1, 2018.

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*(Signature of Principal)*

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*(Date)*