

CHATHAM ELEMENTARY SCHOOL

PARENT INVOLVEMENT POLICY

1. The **Chatham Elementary School** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1112 of the ESEA:

- o *Parents involvement in developing the School Improvement Plan*
- o *Parent volunteer program*
- o *Book Buddies Program*

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

- o *Parent feedback on School Improvement Plan*
- o *Parent representative on Title I Advisory Board*

3. The **Chatham Elementary School** 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 academic achievement and school performance:

- *Book Buddies Program*
- *Homework communication planner*
- *Fall and spring school wide after school activities for students and parents;*

4. The **Chatham Elementary School** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:

- *Character Counts! Program*
- *Virginia Preschool Initiative Program*
- *Foundations Reading Intervention Program*
- *Healthy Hearts Challenge*

5. The **Chatham Elementary School** 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 the school. 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 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.

The effectiveness of this program will be evaluated via surveys completed by parents in April 2024. The Title I committee will review and summarize data to present to parents and teachers. Based on data, will revise as needed.

6. **The Chatham Elementary School** 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 will provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following, 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:

- *Parent conferences in fall and spring to review SOL requirements and individual students' progress*
- *Weekly communication between parent and teacher via homework communication planner*
- *4.5 week progress reports*
- *Monthly Communication Calendar from principal to parents monthly*

B. The 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:

- *Provide parents with hands on materials created by teachers at SOL Workshops provided in fall and spring*

C. The 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:

- *Early Intervention Workshop*
- *Parent instructional workshops*
- *Parent volunteer program*

D. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, 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:

- *Early Intervention Workshop*
- *Parents attend events during school and after school to build the relationship between school and home*

E. The school 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:

- *Monthly school calendars/menus*
- *Progress reports and report cards*
- *Parent conferences*
- *Weekly work folders sent home*
- *School messages*
- *Monthly calendar of events from Principal*

DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY

COMPONENTS

NOTE: The School Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- o involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- o providing necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training;
- o 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;
- o training parents to enhance the involvement of other parents;
- o in order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- o adopting and implementing model approaches to improving parental involvement;
- o establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- o developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- o providing other reasonable support for parental involvement activities under section 1118 as parents may request.]

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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 the signatures on the Policy Development Verification Form.

This policy was adopted by the **Chatham Elementary School** on 8/30/23 and will be in effect for the period of 1 year. The school will distribute this policy to all parents of participating Title I, Part A children on or before November, 2023.

Wanda P. Carter

(Signature of Principal)

8/30/23

(Date)

SCHOOL-PARENT COMPACT

*The **Chatham Elementary School**, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.*

This school-parent compact is in effect during school year 2023- 2024.

REQUIRED SCHOOL-PARENT COMPACT PROVISIONS

School Responsibilities

The Chatham Elementary School will:

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards, either in person or virtually, as follows:**
 - *Literacy Plan*
 - *Book Buddies Program*
 - *Foundations Reading intervention program*
 - *Intervention and Enrichment daily grades K - 5*
- 2. Hold parent-teacher conferences, either in person or virtually, (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held:**
 - *October 19, 2023*
 - *March 07, 2024*
- 3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**
 - *Progress reports at the end of the 4.5 point of each marking period*
 - *Report Cards every nine weeks*
 - *Parent conferences*
 - *Weekly folders*
 - *Phone calls*
 - *Class DoJo*

4. **Provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:
 - *Conferences during planning period or after school*
 - *Parent conference nights (fall and spring)*
 - *Phone calls*
 - *Email*
5. **Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities,**
 - *Volunteer program*
 - *Observe by appointment*
 - *School lunch week*
 - *School breakfast week*
 - *Chaperone field trips*

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- o *Monitoring attendance.*
- o *Making sure that homework is completed.*
- o *Participate in homework by calling out information to students and reviewing material nightly*
- o *Volunteering in my child's classroom.*
- o *Participating, as appropriate, in decisions relating to my children's education.*
- o *Promoting positive use of my child's extracurricular time.*
- o *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school either received by my child or by mail and responding, as appropriate.*
- o *Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.*

OPTIONAL ADDITIONAL PROVISIONS

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- *Strive to do our best each day and in each area of academic study*
- *Read at least 30 minutes every day outside of school time.*
- *Be responsible to deliver communication between parent and teacher*
- *Study and review materials nightly*

Additional Required School Responsibilities

The **Chatham Elementary School** will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
2. Involve parents in the joint development of any school wide program plan, in an organized, ongoing, and timely way.
3. 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 convenient time to 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 to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.
4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
5. Provide to 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.
6. On 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.

7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
8. 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).

Optional School Responsibilities

To help build and develop a partnership with parents to help their children achieve

the State's high academic standards, the **Chatham Elementary School** will:

1. Recommend to the local educational agency (LEA), the names of parents of participating children of Title I, Part A programs who are interested in serving on the State's Committee of Practitioners and School Support Teams.
2. Notify parents of the school's participation in Even Start Family Literacy Programs operating within the school, the district and the contact information.
3. Work with the LEA in addressing problems, if any, in implementing parental involvement activities in section 1118 of Title I, Part A.
4. Work with the LEA to ensure that a copy of the SEA's written complaint procedures for resolving any issue of violation(s) of a Federal statute or regulation of Title I, Part A programs is provided to parents of students and to appropriate private school officials or representatives.

Chatham Elementary School

School Chatham Elementary School Parent(s) _____ Student _____

8/30/23
Date _____ Date _____ Date _____

(PLEASE NOTE THAT SIGNATURES ARE NOT REQUIRED)

Policy developed by Title I Policy Team:

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