

Holy Trinity Elementary School Parental Involvement Policy/Plan

Holy Trinity Elementary 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/plans 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.
- Schools will notify parents of the policy/plan in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy/plan 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.*

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

- The school will meet at least annually with parents in order to engage in meaningful, two-way consultation to discuss, implement, and revise the district parent involvement plan via the DLT and OIP process.
- The school will engage in meaningful, two-way consultation with parents in order to discuss, implement, and revise both the district and building parent involvement plans via the BLT and OIP process.
- The school will utilize surveys to obtain specific parent input regarding programming, parent involvement plans, communication, options for parent meetings and activities, building climate and the effectiveness of Title programs.

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

- The school will collaborate with parents at least annually on the progress of the district toward meeting district goals utilizing the DLT and OIP process.
- The Title I school will collaborate with parents at least annually on progress of the school toward meeting building goals utilizing the BLT and OIP process.
- Parents will be notified annually of their rights to have input on the policy in a variety of formats which may include student handbook, brochures, handouts and/or district and building websites.

3. Holy Trinity Elementary 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 holding it at a convenient time for parents; sharing the information more than one time; posting the same information on the district website and in writing so that parents may access and read it anytime.

4. Holy Trinity Elementary 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: having parent-teacher conferences; issuing report cards and interims; sharing progress monitoring data with parents; sending home regular newsletters; providing information online for parents.

5. Holy Trinity Elementary 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: incorporating them, when appropriate, into student instruction.

6. Holy Trinity Elementary 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: issuing report cards and interims; sharing progress monitoring data with parents.

7. Holy Trinity Elementary 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: sending home letters informing parents of the regulations and that their child is not being taught by a highly qualified teacher.

8. Holy Trinity Elementary 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 school will build parents' capacity in the above areas via parent nights, literacy nights, Title parent meeting, literacy tips, parent-teacher conferences, daytime parent programs, information that is sent home, newsletters, literacy items that are sent home for families to keep and use, school literacy events, etc.

9. Holy Trinity Elementary 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: providing parent nights, literacy nights, Title parent meeting, literacy tips, parent-teacher conferences, daytime parent programs, information that is sent home, newsletters, literacy items that are sent home for families to keep and use, school literacy events, etc.

10. Holy Trinity Elementary 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: providing high quality professional development for teachers, administrators and staff about working with parents and maintaining a climate that encourages parental involvement in the schools.

11. Holy Trinity Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, public preschool, and other programs. 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: working directly with leaders and staff in those pre-K programs, participating in transition activities to help families move from pre-K to school age education, sharing information with pre-K families regarding school age education via handouts at kindergarten registration, public libraries, etc.

12. Holy Trinity Elementary 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: Using newsletters, emails, website informational postings and notes home written in an understandable literacy level and in alternative formats as needed.

This School Parental Involvement Policy/Plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by a meeting held during the fall Title meeting with the building having an open invitation to all parents to attend. This policy/plan was adopted by Holy Trinity Elementary on _____ and will be reviewed annually. The school will distribute this policy/plan to all parents of participating Title I, Part A children at the beginning of each school year.

_____ (Signature of Authorized Official)

_____ (Date)