

## **Title I School-Level Parental Involvement Policy**

### **Berlyn Elementary School**

Berlyn Elementary has developed a written Title I parental involvement policy with input from Title I parents.

- Parents are members of the School Site Council (SSC) and are integral in the development of the Single Plan for Student Achievement (SPSA) which includes the Parental Involvement Plan.

It has distributed the policy to parents of Title I students.

- No later than September of each school year, a copy of the Berlyn Parental Involvement Policy will be distributed to all parents.
- Parents of children entering the school during the year will also be given a copy of the Berlyn Parental Involvement Policy upon enrollment.
- The Berlyn Parental Involvement Policy will be posted on the school website

The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

### **Involvement of Parents in the Title I Program**

To involve parents in the Title I program at Berlyn Elementary, the following practices have been established: The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.

- Communicating through telephone calls, parent-teacher conferences, site marquee, website posting and/or the offering of alternative evening meetings.
- To the extent possible, all information will be translated in the languages represented within the school. In addition, attempts will be made to organize and gather resources to hold a minimum of one parent meeting in a language other than English.

The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.

- 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, and providing childcare

The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy.

- Annual review and revision of the Berlyn Parental Involvement Policy at School Site Council (SSC) meetings

The school provides parents of Title I students with timely information about Title I programs.

- Back to School Night
- Parent Teacher Conferences
- Annual Title I Services Meeting
- Monthly Newsletters

The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.

- Back to School night
- Parent-teacher conferences
- Coffee with the Principal
- School Site Council

If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.

- Coordination of Services Team
- Student Study Team
- School Site Council
- School English Learner Parent Advisory Council
- District Parent Advisory Committee and District English Learner Advisory Committee

### **School-Parent Compact**

Berlyn Elementary distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The Berlyn Parent Compact is reviewed and revised annually at School Site Council meetings

### **Building Capacity for Involvement**

Berlyn Elementary engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.

- Providing parent-teacher conferences for all parents
- Providing information to parents through Coffee with the Principal meetings and information in school newsletter and website.

The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.

- Providing parent-teacher conferences for all parents of students performing below expectations; and providing instructional resources that would assist parents in working with their children and understanding educational topics.

With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.

- Professional Development
- Articles, newsletters
- Resource materials and brochures

The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.

- Providing parent information workshops during the school year and providing additional information in newsletters, Coffee with the Principal, and/or on the school website

The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.

- To the extent possible, all information will be translated in the languages represented within the school. In addition, attempts will be made to organize and gather resources to hold a minimum of one parent meeting in a language other than English.

The school provides support for parental involvement activities requested by Title I parents.

- The Single Plan for Student Achievement will designate funds to provide support, translation and babysitting for parents.

### **Accessibility**

Berlyn Elementary provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

- To the extent possible, all information will be translated in the languages represented within the school. In addition, attempts will be made to organize and gather resources to hold a minimum of one parent meeting in a language other than English