

Beauregard Parish School District

School Wide Parental Involvement Policy

2011-2012 School Year

PART I. GENERAL EXPECTATIONS

Pine Wood Elementary School agrees to implement the following statutory requirements:

- The school will put into operation programs, activities and procedures for the involvement of parents in its school with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school will work to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school will incorporate this parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- 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 a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 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 district submits the plan to the State Department of Education.
- The school will involve the parents of children served in the Title I, Part A 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 one percent reserved goes directly to the school.

- 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 the 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.
- The school will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

PART II. DESCRIPTION OF HOW PINE WOOD ELEMENTARY WILL IMPLEMENT REQUIRED SCHOOL-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. Pine Wood Elementary School will involve parents in the joint development of its school wide parental involvement plan under section 1112 of the ESEA by conferring with parents about times and locations before meetings. Sign-in sheets will be used for documentation of attendance. Meeting agendas will be used to make certain that all issues are covered. Meeting summaries will be prepared and read at the beginning each new meeting.
2. Pine Wood Elementary School will involve parents in the process of school review and school improvement by:
 - Reviewing last year's school improvements at Parent Advisory Committee meetings.
 - Using informal surveys after activities.

- Relating specific decisions that need to be addressed for school improvement and documenting parents' suggestions at Parent-Teacher Conferences.
 - Providing sign-in sheets at Open House and Parent-Teacher Conferences.
 - Conducting a meeting at the beginning of each new calendar year.
 - Use sign-in sheets
 - Prepare a meeting agenda
 - Using the school's website to inform parents of the school's goals for school improvement.
 - Using e-mail to receive suggestions from parents.
 - Test-Night Orientation
 - Sign-in sheets
 - Meeting agenda
3. Pine Wood Elementary School will provide coordination, assistance, and other support to assist in planning and implementing effective parental involvement activities to improve student academic achievement and school performance through a Parental Involvement Committee with Linda Edmonds and Linda Johnson as Parental Involvement Coordinators. Funding sources will be secured from Title I and Partners in Education Sponsors.
- Planned parent volunteer activities to support improving student academic achievement.
 - Volunteers from the community will be asked to read once a month at "Reading With the Stars."
 - Provide newsletters and suggestions to parents on how they can support their children's achievement.
 - Teacher web sites
4. Pine Wood Elementary School will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies with the BeauCARE Program of Beauregard Parish. The school will coordinate parental involvement activities for at-risk students. The coordinators of the Parental Involvement Committee will meet with BeauCARE personnel at the beginning of the new school year to plan strategies and activities.
- Programs will include:
 - Homework information
 - LEAP and iLEAP testing information
 - Educational computer websites
 - Pine Wood Elementary School also coordinates dates, activities, and follows through with students as they move from KR Hanchey and Carver Elementary Schools.
 - Space Lab will be shared with KR Hanchey Elementary

5. Pine Wood Elementary School will 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 School. The Parental Involvement Coordinators and committee members will be responsible for conducting the evaluation at the end of the school year. The evaluation to determine effectiveness and quality will be determined through surveys to teachers and parents. This will be used to provide evidence that parental involvement is improving. A home-survey will be sent out at the beginning of the school year to determine barriers to participation. The school will use telephone contacts, websites, and flexible hours to reach out to non-participating parents.

EVALUATION

1. Pine Wood Elementary School will build the school's 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:
 - STAR Reading Assessment

Parents will be given assistance in understanding state testing and accountability topics through workshops, parent-teacher conferences, brochures, and state websites. A workshop will be conducted prior to the LEAP and iLEAP tests.

- Progress Reports mid-9 weeks
 - Student Report Cards every 9 weeks
 - Regular communication informing of student assessments and results
 - EAGLE Assessment
 - Monthly Progress reports for students receiving intervention
- B. Pine Wood Elementary School will, with the assistance of Title I 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. The following materials and activities will be provided:

- Activities
 - Family Reading Night
 - Family Math and Science Night
 - Parent-Teacher Conferences
 - Space Odyssey

 - Materials
 - Reproduced reading, math, English, science, social studies, writing, and spelling materials
 - DIBELS fluency practice pages
 - Educational websites
 - Library books
 - Leveled readers
 - Practice workbooks
 - Student planners
 - Flash cards
- C. Pine Wood Elementary School will, with the assistance of Title I 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 the school, by:
- Monthly faculty meetings
 - Monthly grade level meetings
 - Brochures on the topic will be secured and delivered
 - Surveys will be conducted
 - Parent Advisory Committee meetings
- D. Pine Wood Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with BeauCARE Inc. .
- Provide opportunities for Third Grade students at Carver Elementary to visit and tour Pine Wood for a smooth transition.
 - Provide information to parents about Junior High registration and scheduling.
 - Coordinate a LEAP and iLEAP orientation for parents
- E. Pine Wood Elementary School will take the following actions to ensure that information related to the school and parent-programs,

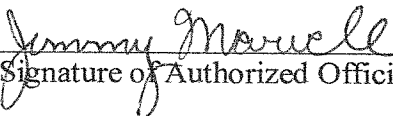
meeting, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- Conduct surveys to locate parents who do not speak English or are non-readers.
- Secure tutors to help those who speak different languages.
- Use the telephone system to provide information about activities to all homes with a telephone.
- Use the computer to determine “readability” scores of materials sent home to parents.
- School Handbook
- Student planners
- Parish and School Websites
- Newspaper Publications

PART IV. ADOPTION

This School Wide 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 notes from the meeting and a sign-in list.

This policy was adopted by the Pine Wood Elementary School on October 4, 2011, and will be in effect for the period of 2011-2012. The school will distribute this policy to all parents of participating Title I, Part A children on or before October 15, 2011.



(Signature of Authorized Official)

10-4-11

(Date)