

SAVOY INDEPENDENT SCHOOL DISTRICT
SAVOY ELEMENTARY SCHOOL TITLE 1 PARENT INVOLVEMENT POLICY
School Year: 2016-2017

Statement of Purpose

Savoy Elementary is committed to a lifelong learning process: *Every student a learner... Every learner a graduate...Every graduate a success!* Family support for students through awareness of social values, academics, and strengthening of family dynamics through family-school partnerships is critical to student success.

Development of Policy

An annual Title 1 parent meeting consisting of parents of students from Title I campuses, community member, teachers, parent facilitator/liaison, and a PTA Executive Board member are established. The committee met during the annual Title 1 meeting to discuss campus communication tools, evaluate the effectiveness of the parent survey, review the existing *Standards for Family Involvement*, and develop a standardized policy.

The campus will follow the policy in accordance with the *No Child Left Behind Act of 2001*. The policy will be distributed to parents of students attending Title I campuses. Title I campus policy will include components of the District Policy and additional components that address the needs of the campus.

Annual Meeting

Savoy Elementary will take the following actions:

Convene an annual meeting at a time of convenient for parents of participating children:

- All parents shall be invited and encouraged to attend.
- The school will provide information and explain the requirements of Title I and the rights for parents.

Activity/Task (Who will be doing it)	Staff Responsibility (Who will be doing it)	Timeline (When it will be done)	Accountability/Evaluations (How success will be measured)
Convene Parent Meeting discussing Comprehensive Needs Assessment, Parent-School Compact, Parent Surveys, Parent Involvement, Parent Capacity for Involvement , Program Evaluation, Implementation and Policies.	Principal	October, 2016	Sign-in sheet, agenda, minutes

Program Requirements

1. Involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs. This should include the planning, review and improvement of the school parental involvement policy, as well as the joint development of the school-wide program plan under section 1114(b) (2).

Activity/Task (What Will Be done)	Staff Responsibility (Who will be doing it)	Timeline (When it will be done)	Accountability/Evaluations (How success will be measured)
Convene meeting to review and update campus Title 1 comprehensive needs assessment	Principal	October, 2016	Sign in sheets, revision of documents that show decisions based on what our campus is in need of changing

2. Provide parents of participating children:

- Timely information about the Title I programs.
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
- Opportunities for regular meeting to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children. Parent surveys may be used to evaluate effectiveness.

Activity/Task (What Will Be done) Staff Responsibility	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Accountability/Evaluations (How success will be measured)
Provide Title I policy at the annual Title 1 parent meeting. Use parent survey to evaluate program effectiveness.	Principal	Oct., 2016- policies May, 2017- survey	Summary of survey results.

School-Parent-Student Compact

As a component of the school-level parental involvement policy/plan, school shall jointly develop, with parents for all children under this part, a school-parent-student compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. The school-parent-student compact is a separate document, which will be developed in collaboration with parents. The compact will:

1. Be revised annually by staff and parents
2. Describe responsibilities of parents, students, and school personnel to improve student performance.
3. Describe the schools' responsibilities to provide high quality curriculum and instruction in a supportive and effective learning environment.
4. Include ways in which parents shall be responsible for supporting student learning.
5. Outline student responsibilities in support of education and character development.
6. Address the importance of establishing ongoing communication between school and parents (i.e., conferences, progress reports and access to staff.)

7. Savoy Elementary will include the scheduling of parent/teach meeting to examine the components of the compact to increase student achievement.

Building Capacity

Savoy Elementary will take the following actions to:

1. Provide assistance to parents in understanding such topics as:

- How to monitor children’s progress
- How to work with educators to improve the achievements of their children

Activity/Task (What Will Be done)	Staff Responsibility (Who will be doing it)	Timeline (When it will be done)	Accountability/Evaluations (How success will be measured)
Have parent meetings to explain what is expected of students. Have informative meeting on the school curriculum, assessments and how parents can help school. Provide literacy material to parents. When needed, parents will receive information in their home language. Provide on-going train in Reading Recovery to teachers and principal.	Reading Recovery Teachers	Ongoing	Notation of parent meeting for reading recovery. Student performance data for reading recovery. Documentation for training.

Accessibility and Communication

In carrying out the parental involvement requirements of this part, district and schools, to the extent practical, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including information and school reports in a format and to the extent of practical, in a language such parents can understand.

Activity/Task (What Will Be done)	Staff Responsibility (Who will be doing it)	Timeline (When it will be done)	Accountability/Evaluations (How success will be measured)
Provide written documents in home language and/or provide translation	Principal, Special Education and ESL teacher	Ongoing	Provide documents in English and home language. Parents response.

Parents will be informed of Title 1 programs through various avenue of communication. Campus staff will engage in positive communication activities to build capacity with parents, students, and community

members. Parents will be invited to participate in conferences that are tailored to meet the needs of the program.

Evaluation

An annual Title 1 meeting will be convened to discuss and accumulate data through various collection tools. The Districtwide Family Involvement Policy Committee will review the data and make appropriate revisions to the policy. Parent and student needs will be assessed through questionnaires and parental surveys, as well as a variety of other measures targeted at creating a successful school environment

Adopted on Oct. 2, 2014

Revised on Oct. 4, 2016