









Title I Reading Targeted Assisted  
**PARENTAL INVOLVEMENT POLICY**  
Pawnee CUSD #11

**PART I**  
**General Expectations for Parental Involvement**

Pawnee CUSD #11 Elementary School 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 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 in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy 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—

- ↪ *that parents play an integral role in assisting their child's learning;*
- ↪ *that parents are encouraged to be actively involved in their child's education at school;*
- ↪ *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;*
- ↪ *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

## **PART II**

### **Implementation of Parental Involvement Policy Components**

Pawnee School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA

- ↪ *Meetings at opportune times—planning, reviewing, and improvements to be discussed*
- ↪ *Continuation of the Parent/Teacher Association*
- ↪ *Notification of student selection/qualification for Title I program; most often by phone followed by written explanation, including information pertaining to program and parental involvement requirement and to schedule conference so Parent-School Compact can be signed and any questions parent has can be addressed*
- ↪ *Regular Parent Communication consisting of newsletters and mailings informing parents of upcoming activities and events*
- ↪ *Scheduled Parental Visitation Nights such as Meet the Teachers, Fall Open House, and Spring Arts and Academic Showcase held each April, including readings by Title I students and their classmates (Specifically Self-Selected Poetry Readings)*
- ↪ *End of the Year Meeting; discuss content/effectiveness of parental involvement policy as well as suggestions for improvement—distribute resources/materials for summer use*
- ↪ *Needs Assessment Surveys/Evaluations*

Pawnee Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA

- ↪ *Shared Decision Making—committees consisting of parents/teachers/administrators*
- ↪ *Determining Goals and Objectives for the new school year*
- ↪ *Continued Participation in School Improvement Planning and Revision*
- ↪ *Annual Review of the School Handbook by committee of volunteer teachers, parents, student representatives, and the principal*
- ↪ *Parent Advisory Council*
- ↪ *Suggestion Boxes in various locations for parent input*
- ↪ *District Report Card*
- ↪ *Needs Assessment Surveys and Evaluations*

Pawnee Elementary School will hold an annual meeting at an opportune time to inform parents of the school's participation in Title I, Part A programs and to explain the Targeted Assistance

program and the right of parents to be involved. The school will invite all parents of participating children to this meeting, and will encourage them to attend by:

- ☞ Distributing information using communication folders, calendars, and/or newsletters*
- ☞ Updating information on the school website in to increase understanding and build parent/family involvement.*
- ☞ Making calls and sending letters which inform/ remind parents of activities organized for students which are intended to positively strengthen families to make them successful.*
- ☞ Encouraging and welcoming parents to attend and/or chaperone the many off-site instructional experiences such as field trips*
- ☞ The GS Counselor maintains parental contact in effort to inform parents of student criteria for opportunities.*

Pawnee Elementary School will provide parents of participating children information in a timely manner about Title I including a description and explanation of the school's curriculum, academic assessments used to measure children's progress, and expected proficiency levels by:

- ☞ Sending the information home in a letter/informational handout and/or brochure*
- ☞ Inviting parents to view materials and textbooks utilized at Meet the Teachers' Night*
- ☞ Reserving and welcoming parents' right to view all data, including assessment results contained in their child's permanent file*

Pawnee Elementary School will at the request of parents, provide opportunities for regular meetings in which parents can formulate suggestions and participate, as appropriate, in decisions about the education of their children. The school will respond to suggestions as soon as practicably possible by:

- ☞ Directly contacting the parent and making arrangements to meet and converse at a time mutually acceptable and for all involved parties.*

Pawnee Elementary School 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:

- ☞ Providing parents with their child's individual ISAT reports to review and keep for their records*
- ☞ Distributing the District Report card to parents at the annual Parent Teacher conferences held at the end of the first nine weeks*
- ☞ Providing a link to the Pawnee School Report Card on the District Website, as well as a link to the ISBE site—particularly pages that focus on parents' rights and the right to be informed and involved*
- ☞ Disseminating and discussing Iowa Basics Test Scores at the P-T conferences*
- ☞ Sharing (end of the year) individual DRA Reading Assessed levels with parents of all students in Grades K and 1*
- ☞ The Title teacher will keep an AYP notebook containing a test result page for each student showing progress dating from at least the student's first year in the Title I program;*

*parents will be able to view their child's sheet. These will also be shared with the classroom teachers at request.*

Pawnee Elementary School 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:

*☞ Notification in the form of a letter to parents/legal guardians*

Pawnee Elementary School will provide assistance to parents of children served, 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:  
notice of related workshops; providing informative handouts; discussion; open-door policy that invites parents to visit and ask questions*

Pawnee Elementary 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:

- ☞ Setting up joint book reading with family members to help children develop a wide range of knowledge that supports school-based reading—Take Home Book in a Bag.*
- ☞ Sharing methods/practical ideas; Such as giving children age appropriate responsibilities; Family field trips; Listening techniques;*
- ☞ Sharing routine family reading time; Baking—following recipes; Making cards; Reading Aloud/Questioning; Flash cards/Concentration; Mapping/Labeling; Listing; Board games; Surfing the web/Interactive, Learning game sites*
- ☞ Encouraging parents to model good reading habits and monitor homework as well as television viewing*
- ☞ Supplying take home stories and utilizing Sign and Return Oral Reading Verification*
- ☞ Implementing such programs as PRIDE Team, our After School Tutoring Program*
- ☞ Character Education*
- ☞ Supplying information and membership to Study Island, an online ISAT prep site that can be accessed from home or school*
- ☞ Participation in the Annual Statewide Young Authors Contest; Family attends conference with winner; all participants receive awards at assembly—parents invited to attend*
- ☞ Inviting all parents/students to the annual Reading Night planned/organized by the PTO*
- ☞ Providing researched based activities, materials, and information on strategies for practical application which accelerate learning/growth in the areas of Phonemic Awareness, Phonics/Word Recognition/Structural Analysis, Vocabulary, Comprehension, and Fluency*

- ☞ *Easily accessed links from MindUniversity provided by Title teacher—students can quickly find the educational links used in class from their home or library computer*

Pawnee Elementary 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:

- ☞ *Engaging in regular staff development as designated by the district*
- ☞ *Cooperating with the Sangamon County Regional Office of Education*
- ☞ *Utilizing informational resources such as their Sangamon Schools Newsletters*
- ☞ *Parental access to the District website in order to inform about curriculum, assessment, and quality of life issues*

Pawnee Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, the Parents as Teachers Program, public preschool, D.A.R.E. and other programs. The school will also conduct activities that encourage and support parents in more fully participating in the education of their children, by:

- ☞ *Communicating curriculum and goals in newsletters; our local newspaper, sending resource materials*
- ☞ *Inviting parents to volunteer in the classrooms to experience the core curriculum*
- ☞ *Encouraging parent participation on school trips*
- ☞ *Inviting parents to informational, incentive, and performance assemblies throughout the year, specifically our end of the month assembly, held on the last Friday of each month and end of the nine weeks academic recognition assemblies*
- ☞ *Attending the annual Screening Process of Pre-K and Kindergarten Children—followed by a conference with parents to discuss results including, but not limited to strengths and possible needs and to answer any questions the parent might have*

Pawnee Elementary School 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, in a language parents can understand utilizing:

- ☞ *Newsletters, calendars, and/or by phone.*
- ☞ *Overhead presentations will be utilized in large group meetings as needed.*
- ☞ *Flyers, packets, the school website etc. in order to inform parents concerning topics aforementioned.*

### **PART III** **Parental Involvement Policy Components**

**NOTE:** The Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system

to support their children’s academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA. This list is not all conclusive and offers only a sample:

- ☞ *Arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children,*
- ☞ *Arranging meetings and/or phone conferences with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children’s education;*
- ☞ *Adopting and implementing model approaches to improving parental involvement;*
- ☞ *Developing appropriate roles for community-based organizations and businesses in parental involvement activities.*
- ☞ *Welcoming parents to classroom performances such as plays and science fairs.*
- ☞ *Encouraging participation in the form of listening to transitional readers, specifically in grades K-2.*

**PART IV**  
**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.

- ☞ *This policy was adopted by Pawnee CUSD #11 and will be in effect as in until further notification of any necessary or required amendments. The school district will distribute this policy to all parents of participating Title I, Part A children on or before the end of September of each school year.*

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*Signature of Authorized Official*

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*Date*