

# *Schoolcraft Learning Community's Parent Involvement Policy/Procedures 2011 - 2012*

Schoolcraft is committed to the goal of providing quality education for every child attending Schoolcraft. To this end, we want to establish partnerships with parents and with the community. Everyone benefits when home and school work together to motivate each child to reach his/her maximum learning potential. Neither home nor school can do the job alone. Parents play an extremely important role as a child's first teacher. The parent's support for the child and for the school is critical to the child's success.

## PART I. DISTRICT EXPECTATIONS

Schoolcraft Learning Community agrees to implement the following requirements:

- Schoolcraft, with meaningful consultation with parents, will plan programs, activities, and procedures to further involve all parents.
- Schoolcraft will ensure that the required school-level Parental Involvement Policy/Procedures meets the Title I requirement and includes a school-parent compact.
- Schoolcraft will incorporate this district-wide Parental Involvement Policy/Procedures into its district plan.
- To the extent that it is feasible, Schoolcraft will provide opportunities for full participation to parents with children with limited English proficiency, for parents with children with disabilities, and for parents of migratory children. This will include providing information and school reports in an understandable format.
- If the Schoolcraft plan for Title I is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to Minnesota Department of Education.
- Schoolcraft will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in Minnesota (i.e., Minnesota Parent Center, Bloomington, MN).

## PART II. DISTRICT PARENTAL INVOLVEMENT POLICY **REQUIRED** COMPONENTS

1. Schoolcraft will take the following actions to involve parents in the joint development/revision of its district parent involvement policy/procedures:

- There will be at least one parent on the finance committee.
- There will be at least one parent on the Schoolcraft School Board.
- There will be an annual parent meeting to review parent involvement components.

2. Schoolcraft will involve parents in the joint development of district plan, review and improvement;

- Parents will be invited to review the Title 1 program.
- The Schoolcraft Report Card will be posted on the website and a paper version will be made available to those that request it.

- If Schoolcraft is in “*Needs Improvement*”, notice will be given on the website and in the newsletter.
- If the district needs an improvement plan, parents will be invited to participate.
- In collaboration with our staff development plan and ELOB school designer, we will include discussion and training on parent involvement.

3. Schoolcraft will provide the following coordination, technical assistance, and support in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- Once a year there will be a K – 3 family activity night promoting reading and math skills.
- At least twice a year each grade grouping will have a celebration to present projects and accomplishments.
- There will be two parent/teacher conferences each year.
- Teacher’s email addresses and classroom assignments will be posted on the Schoolcraft website.
- Newsletters will be sent home once a month with school wide information.
- Schoolcraft will support annual events that support effective parental involvement.
- Schoolcraft will support activities that encourage students to read during the summer.

4. In order to promote effective involvement of parents and to support a partnership between Schoolcraft, the parents, and the community, Schoolcraft will provide the following activities as described below:

A. Schoolcraft, with the assistance of its Title I staff, will provide assistance to parents, in understanding topics such as the following:

- \* Minnesota’s academic content standards,
- \* Minnesota’s student academic achievement standards,
- \* Minnesota’s academic assessments, including alternate assessments,
- \* methods of monitoring a child’s progress, and
- \* methods of working with educators.

B. The Title I staff, with the assistance of the rest of the school’s staff, will host an annual family activity night. The goal of the activity night will be to enjoy fun activities focusing on reading and math skills.

C. Schoolcraft, with the assistance of its Title I staff, will 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 by:

- Incorporating appropriate topics during scheduled staff development days

D. Schoolcraft will send information to the parents in an understandable format, including alternative formats upon request.

E. Schoolcraft will publish a monthly newsletter.

5. Schoolcraft, with the involvement of parents, will conduct an annual evaluation of the content and effectiveness of this parental involvement policy. Schoolcraft will use the results of the evaluation to design strategies for more effective parental involvement, and to revise, if necessary its parental involvement policies.

- The Schoolcraft Ends Policies are given out to parents at the beginning of the year. The school board will evaluate and review these ends policies through annual grade level portfolio presentations.

6. Schoolcraft will involve parents in the decisions regarding how funds reserved for parental involvement activities are spent by having a parent on the finance committee.

**PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

As a component of the school-level parental involvement plan, Schoolcraft shall develop, with parents, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference twice a year during which the compact may be discussed as it relates to the individual child's achievement.
- Communicate with parents concerning their child's progress.
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class, and observe classroom activities.

**PART IV. DISCRETIONARY DISTRICT PARENTAL INVOLVEMENT COMPONENTS**

Schoolcraft, in consultation with its parents, has chosen to undertake some of the following activities to build parents' capacity for involvement in the school and to support their children's achievement.

- In order to maximize parental involvement and participation in their children's education, arrange school meetings and conferences at a variety of times.
- Establish a district parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- Provide other reasonable support for parental involvement activities under section 1118 as parents may request.

**PART V. ADOPTION**

Schoolcraft Parental Involvement Policy/Procedures has been developed/revised jointly with, and agreed upon by parents of children attending Schoolcraft. This Parent Involvement Policy/Procedures has been reviewed and updated by Schoolcraft Learning Community parents on 10/11/11. The document will be in effect for the 2011-12 school year. Schoolcraft will distribute these policy/procedures to all parents within the information packets at the beginning of each year and they will be available at the annual Parent Orientation Night. The policy will also be made available on the school's website.

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(Signature of Title I Authorized Representative)

October 11, 2011

These parents were involved with the annual review of this document:

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*\*This template of a District Parental Involvement Policy/Procedures is a modified version of the sample provided in the U.S. Department of Education Parental Involvement Guidance, provided by Minnesota Department of Education.*