



**Title I**  
**Family Involvement**  
**2015-2016**

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## ST.MARTIN PARISH SCHOOL BOARD TITLE I PARENT INVOLVEMENT POLICY

**Parent Involvement:**Empowering parents to participate in their children's education.

The St. Martin Parish School Board recognizes that parental involvement is the key to academic achievement. The term *parent* refers to any caregiver who assumes responsibility for nurturing and caring for children, including parents, grandparents, aunts, uncles, foster parents, stepparents, etc. Studies demonstrate that when parents are involved in their children's education, the attitudes, behaviors, and achievement of students are positively enhanced.

Parents and families provide the primary educational environment for children; consequently, parents are vital and necessary partners, with the educational communities, throughout their children's school career. Although parents come to the schools with diverse cultural backgrounds, primary languages, and needs, universally all parents want what is best for their children. Parental involvement must be a focus in the classroom if schools are to be able to achieve high academic standards and create productive citizens. Schools in collaboration with parents, teachers, students and administrators, must establish and develop efforts that enhance parental involvement and reflect the needs of students, parents, and families in the communities which they serve.

District personnel, including a Family Involvement/Early Childhood Supervisor, will provide coordination and technical assistance to schools as schools plan and implement effective parental involvement activities. District personnel will work with school personnel to present activities to build the schools' and parents' capacity for strong parental involvement. A Family Involvement Supervisor will be available for consultation, assistance and coordination of parental involvement activities during the school year in collaboration with the Title I schools in the district with the ultimate goal of working with parents to improve student academic achievement and school performance.

A district Parental Advisory Council (PAC) will be organized from parent representatives of Title I schools. This Council will collaborate during the school year to address parental concerns, plan and evaluate educational workshops, review and /or revise the Title I Student-Parent-School Compact, and evaluate and revise the district and school Parental Involvement Policies, if needed.

The St. Martin Parish School System will take action, with the involvement of parents to complete an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies. Specifically, the annual evaluation of the content and effectiveness of the parental involvement policy will be conducted by the Family Involvement/Early Childhood Supervisor and Title I School Family Involvement Committee to identify ways of improving the academic quality of the schools and employ new methods of obtaining a greater participation in parental involvement at the school and district levels.

Employing group presentations and individual meetings, school personnel, with assistance from District & Title I personnel, will promote parental understanding of the State's Academic content standards, State student achievement standards, and State and local assessments. These presentations will occur at the beginning of each academic year and upon receipt of assessment results. Presentations will provide detailed overviews of the standards and assessments along with suggestions for monitoring student's progress and improving student achievement.

At the onset of each year and quarterly, a collaborative agency partnership meeting is held between Headstart, Office of Family Support, Department of Health and Hospitals, Families Helping Families, St. Martin Parish Special Services, Title I and LA4 representatives to discuss the program year and outreach for parental involvement. It is the intent of this partnership to provide families with avenues the necessary tools and resources needed to ensure student success in school by addressing all needs of the family.

In order to enhance parental involvement, six essential elements should be promoted:

1. Communication between home and school is regular, two-way, and meaningful:

Effective communication requires school-initiated contact with the parent and parent-initiated contact with the school where both parties provide vital information about a child's strengths, challenges, and accomplishments. To effectively communicate, both parties must be aware of issues such as cultural diversity and language differences and appropriate steps must be taken to allow clear communication for all participants. LEP tutors are available to translate oral or print materials sent to homes of parents whose dominant language is not English.

2. Responsible parenting is promoted and supported: The family plays a primary role in a child's education, and schools must respect and honor traditions and activities unique to a community's cultural practices and beliefs. Parents are linked to programs and resources within the community that provide support services to families.

3. Parents play an integral role in assisting student learning: Educators recognize and acknowledge parents' roles as the integral and primary facilitator of their children's education. Research demonstrates that student achievement increases when parents are actively involved in the learning process.

4. Schools are open and inviting to parents and families and are actively seeking parental support and assistance for school programs: Parents are welcome in the school. Their support and assistance are sought. Capitalizing on the expertise and skills of the parents strengthens the family, school and community partnership.

5. Parents are full partners in the decisions that affect children and families: Parents and Educators have a joint responsibility to make informed decisions related to all aspects of education provided to St. Martin Parish's youth. The role of parents in shared decision making should be continually evaluated, refined, and expanded. Activities to promote effective participation of parents in decision making will include, but is not limited to:

- a. At least one parent, who is NOT a St. Martin Parish school employee, will serve as a member of each school's advisory council as an equal member.
- b. District personnel will provide coordination and technical assistance needed in schools' planning and implementing effective parental involvement activities.
- c. District personnel will present activities to build the schools' and parents' capacity for strong parental involvement.
- d. Periodic collaboration of personnel in charge of school, State and Federal program

parental involvement projects will coordinate activities at the school and district levels.

- e. A District Parent Advisory Council consisting of a parent representative from each school (to include parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) will collaborate during the school year. Once at the beginning of the school year to present the District Parental Involvement Policy and to discuss how the policy should be examined and monitored. Once at the end of the school year to evaluate the policy and consider suggestions for improvement. Parents participate in a needs assessment at the end of each school term. Suggestions for improvements are reflected in the revised Parental Involvement Policy. The determination of barriers is made through information provided by school personnel, comments made at Parish Advisory Committee meetings, personal contact with parents, and responses provided on meeting evaluations.
- f. School, State and/or Federal programs will coordinate activities to involve parents in school activities. Some activities conducted are: District-wide parent/teacher conference days (two per year), school open house activities (including school's parental involvement plan/policy) at the beginning of each school year, inclusion of parents on school advisory councils, parent workshops to strengthen parenting skills and/or to focus on activities to improve students' academic performance. Individual schools and projects will provide additional activities.

6. Community resources are made available to strengthen school programs, family practices, and student learning: Schools and parents will cultivate relationships with additional members of the community in order to promote and effectively increase educational opportunities for children. The district has implemented a Partner in Education program which involves the community (business & parents) in adopting & partnering with schools. Together, parents, educators and community members will join efforts toward identifying and promoting community resources and innovative programs for strengthening schools, families, and student learning.

Providing all St. Martin Parish's children with equal access to quality education is a primary goal. It is vital that all partners (parents, educators, communities, etc.) have the opportunity to provide input and offer resources to meet this goal. These partnerships are mutually beneficial. Developing cooperative efforts and linking access to resources will ensure improved academic achievement for all students, as well as quality schools.

## DOCUMENTATION OF PARENTAL INVOLVEMENT

### **Suggestions for Documenting Parental involvement:**

**Written Policies-** Develop written policies, after consultation with and review by parents, to ensure that parents are involved in the planning, design, and implementation of the Title I School-Wide Program.

- timelines for the process
- names of those who wrote the policy and/or School-Wide Plan and their roles
- meeting dates; agendas; attendance lists/sign-in sheets
- copy of the letter of communication to parents explaining their role in the process
- copy of parent recommendations

**Policy Availability-** Make the policies and School-Wide Plan available to parents

- maintain copy of cover letter and reports sent
- dissemination dates

**Annual Meeting-** Convene an annual meeting, to which all parents are invited, to explain programs and activities

- meeting date, time, location
- meeting agenda
- list of attendees
- copy of notices, flyers, etc. that announce the meeting

### **School-Parent-Student Compacts**

- ensure that compacts are sent home and returned annually

**Progress Reports (Part 1)-** Provide parents with reports on their children's progress (in addition to school report cards)

- specify content of progress reports
- set distribution dates
- establish a "sign-off" procedure for parents to indicate they have actually received the report

**Progress Reports (Part 2)-** Conduct a parent-teacher conference with the parents of each child to discuss the child's progress, placement, and methods the parents can use to complement the child's instruction

- log of dates and times of parent-teacher conference
- list of parents who attend conferences
- copy of notices to parents concerning availability of parent-teacher conferences
- establish follow up routines for parents who do not attend

**Observations-** Permit parents to observe classroom and school activities

- copies of announcements, letters, etc., encouraging observation of activities

# TITLE I School-Parent Compact

## CONTRACT FOR SUCCESS

### As a Teacher I Agree To:

- Provide a high quality curriculum and instructional process for students
- Provide frequent reports on student progress
- Provide opportunities for parents to volunteer and participate, as well as observe, in their child's class
- Exhibit a special commitment to helping all of my students succeed
- Build on the unique strengths of each student and celebrate their increments of growth
- Provide advice and counsel to my students so that they know I care and understand their feelings
- Display positive attitudes, finding the good in every student
- Be courageous in my support for my classroom
- Continue learning, bringing new, state of the art things to my classroom
- Involve my students' families totally in the learning process through frequent contact and interaction including two parent-teacher conferences per year

### As A Student I Agree To:

- Do my best in school at all times to honor my school and family
- Never give up on myself
- Treat others as I would have them treat me
- Expect only the best from my teacher, classmates, and myself
- Work hard on my studies
- Talk openly with my teachers and family about the problem that I might encounter
- Dream big dreams for my future

### As A Parent/Family Member, I Agree To:

- Support my child's teachers and school
- Attend school conference, activities, and programs
- Spend time with my child/children doing educationally related things like homework
- Provide for my child the best I can
- Be in frequent contact with my children's teachers
- Be a good example for my children to look up to
- Work as a partner in the quality education of my child
- Participate, whenever possible, in school sponsored activities

### As A Principal I Agree To:

- Provide a high quality curriculum and instructional process for students
- Provide frequent reports on student progress
- Provide opportunities for parents to volunteer and participate, as well as observe, in their child's class
- Involve my students' families totally in the learning process through frequent contact and interaction including two parent-teacher conferences per year
- Provide an environment that allows for communication between the teacher, parent, student and principal

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PARENT

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STUDENT

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TEACHER

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PRINCIPAL

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DATE

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DATE

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DATE

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DATE

