

# ***Parent Involvement Policy***

**2018 - 2019**



## General Expectations

### **Eugene Field Elementary agrees to implement the following:**

- Eugene Field Elementary will develop jointly with parents and distribute to parents of Title I students, a Eugene Field Parent Involvement Policy that will be agreed upon by the school and participating parents.
- Eugene Field Elementary 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:**

- Eugene Field parents will play an integral role in assisting their child's learning;
- Eugene Field parents will be encouraged to actively participate in their child's education at school;
- Eugene Field parents will be full partners in their child's education and will be included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

## Policy Guidelines:

### **Eugene Field Elementary will take the following actions to involve parents in the joint development, review, and improvement of its school parental involvement plan:**

- Encourage parents to attend the Eugene Field Elementary annual Title I meeting. Parents will be provided with :
  - Title I programs
  - Curriculum
  - Academic assessment
  - Student progress
  - Expected proficiency levels
  - State testing (A-F grading system)
- Parents will participate in a survey to identify Eugene Field's strengths, weaknesses, and concerns.
- Eugene Field will have scheduled Title I parent meetings for the 2018 – 2019 school year.

- Title I planning sessions will be scheduled each quarter to monitor program effectiveness and review existing school curriculum, programming, procedures, and resources.
- The evaluation of the Eugene Field Title I Parent Involvement plan will take place at the end of each school year at a planned Title I meeting. The meeting will allow parents, guardians, staff, and community stakeholders the opportunity to review, evaluate and comment on the effectiveness of the current plan. Parents will be given the opportunity to make suggestions regarding the improvement of plan. Prior to the meeting each parent will have the opportunity to receive a copy of the Eugene Field Title I parent involvement plan.
- A copy of the Eugene Field Title I parent involvement plan will be available in the office for public inspection.

**Eugene Field Elementary administration and staff will provide assistance to all parents in understanding: curriculum, forms of academic assessment; used to measure student progress, and State expected proficiency levels. This information will be disseminated through the timely distribution of:**

- Monthly newsletters
- Classroom newsletters
- Parent conferences
- Assessment reports
- District student handbook (Online)
- Report cards / Mid-Term reports
- Parent meetings

**Other forms of information that will be made available to parents will be:**

- Information related to Infinite Campus – parents can access student grades, attendance, and discipline records.
- Student progress monitored via two-way communication (student agendas, classroom visits, phone calls, conferences, newsletters)

**Eugene Field will implement and coordinate parent programs and build ties between parents and schools during the 2018 - 2019 school year through the following initiatives:**

- Providing parents the opportunity to express concerns, comments and praises during parent meetings and quarterly Title I planning sessions.
- Implementing professional development for staff to study and discuss strategies to plan, monitor and improve parental involvement.

**Eugene Field will provide materials and information to assist parents in working with their children to improve academic achievement.**

**Materials and information will include:**

- Family Literacy and Math events
- Smart Start – Monthly
- Parent meetings
- Parent conferences

**Eugene Field Elementary will ensure that information related to school and parent programs, meetings, and other activities are sent in a format that accommodates all parents.**

- School newsletter
- Informational newsletter
- Teacher generated classroom notes
- Frequent reminders
- Call outs by phone
- Text Messages

**Eugene Field will implement the following strategies to increase parent involvement:**

- Eugene Field will host an annual Open House in August.
- Title I annual parent meeting
- Parent / Teacher conferences
- Report cards / Progress reports
- Individual conferences
- School Newsletter – monthly
- School activities and information will be posted on the Eugene Field website at:  
<http://www.okcps.org/Domain/19>

**Parental Involvement Activities Schedule for the 2016 - 2017**

August – Open House, Smart Start, Annual Title I Parent Meeting, CAB Meeting

September – Parent Teacher Conferences (Sept. 13 & Sept. 14), CAB Meeting

October – Literacy Night, Smart Start, CAB Meeting

November – Fall Festival, Smart Start, CAB Meeting

December – Smart Start, CAB Meeting

January – Smart Start, CAB Meeting

February – Parent Teacher Conferences (February 7 & 8), Smart Start, CAB Meeting

March – Read Across America Reading Event, Smart Start, CAB Meeting

April – Smart Start, CAB Meeting

May – Spring Festival / Summer Reading program, CAB Meeting

Expected Outcomes

**Through the development and implementation of this comprehensive Parent Involvement plan it is expected that parent participation will increase in the following ways:**

1. Parent participation and attendance at Title I programs/ activities will increase for the 2018 - 2019 school year.
2. Increased number of parent volunteers.
3. Increased attendance at informational parent meetings related to academic progress and educational support.
4. Parents will gain information related to research-based educational practices utilized in the classroom and informational resources to assist in making informed decisions for their child.