

Norway Elementary School

Parent Involvement Plan

2015-2016

Norway Elementary School is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success every step along the way.

Norway Elementary School recognizes that some students may need the extra assistance available through the Title I program to reach the state's high academic standards. Norway Elementary School intends to include parents in all aspects of the school's Title I program. Parents help evaluate the Parent Involvement Plan annually and improvements are made based on results gathered from their input. The goal is a school-home partnership that will help all students in the district to succeed.

PART I. SCHOOL PARENT INVOLVEMENT PLAN **REQUIRED** COMPONENTS

A. Norway Elementary School will jointly develop/revise with parents the school parent involvement plan and distribute it to parents of participating children and make available the parent involvement plan to the local community.

Parents are given an opportunity to review and make suggestions for revision to the school level Parent Involvement Plan at the Annual Title I Parent meeting, through parent surveys, and individual conferences with teachers and building administration.

B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

The annual Title I meeting is held each fall in conjunction with the building's annual open house. At this time parents are provided with information about the Title I program and the services available to their children.

C. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;

Staff is available throughout the day to meet with parents as needed and requested. School transportation, childcare, and home visits are provide on an as-needed basis when working with parents.

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, schoolwide under section 1114 and the process of the school review and improvement under section 1116.

Planning, review and revision of the building school improvement plan is done through the school improvement team. A parent representative is a member of the school improvement team.

E. Provide parents of participating children –

- a. timely information about programs under this part; (118.c.4.A).

Information about the school, its curriculum and programs, and its performance expectations are shared with parents at the annual initial PTO meeting, at parent-teacher conferences, through individual parent meetings, report cards, take-home folders, e-mail, Power School, newsletters, and through the local media.

- b. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and

The curriculum used at Norway Elementary School is in line with the state curriculum. Additional programs available for students include, but are not limited to, Physical Education, Art, Music, and Library. Academic assessment includes standardized tests (M-STEP, STAR Reading, STAR Math, DIBELS) and classroom assessments. Proficiency levels are established by the state, local district, and individual classrooms.

- c. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

Norway Elementary School strives to ensure that all parent communications are provided in parent-friendly, jargon-free language. Parents are encouraged, when appropriate, to participate in the decision making process as it relates to the education of their child. If suggestions are made by parents regarding any aspect of their child's education, those suggestions are discussed by administration and/or staff, as appropriate, and responses are provided to parents in a timely manner.

PART II REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parent involvement plan, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student

academic achievement.

- 1 Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement;

Parent Compacts are sent home for parent signature the first week of school. The Parent Compact is then discussed with parents in attendance during Parent Teacher Conferences held in the fall. If the Parent Compact is not returned, a second Compact is sent home for signature.

- 2 Provide frequent reports to parents on their children's progress; and

Individual student reports from DIBELS, STAR Reading, and STAR Math are shared with parents at conferences. Report cards are sent home quarterly. Additional reporting is done to alert parents of students who are experiencing difficulty either by phone or the mail. In addition, parents have ongoing access to student achievement information through Power School access on the district website.

- 3 Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

Parents are always welcome at Norway Elementary School. Staff is available after hours to meet with parents. Staff encourages parent volunteers in their classroom to observe or help during special activities or school functions. Parents are also encouraged to participate in PTO to be actively involved in the school setting.

BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part –

- a. Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

Information about the school, its curriculum and programs, and its performance expectations are shared with parents at the annual initial PTO meeting, at parent-teacher conferences, through individual parent meetings, report cards, take-home folders, e-mails, newsletters, and through the local media. Norway Elementary School strives to ensure that all parent communications are provided in parent-friendly, jargon-free language.

- b. Shall provide materials and training to help parents to work with their children to

improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;

Resources to assist parents in working with their children to improve academic achievement are provided during individual parent conferences and meetings.

- c. Shall educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school;

Training of staff to incorporate parent involvement strategies generally occurs throughout the year at staff meetings.

- d. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children;

Norway Elementary School regularly coordinates activities with the Dickinson-Iron Intermediate School District, Head Start, Great Start, Bay de Noc Community College Early Childhood programs, NorthPointe Behavioral Health Services, the Dickinson-Iron District Health Department, and Big Brothers/Big Sisters of Dickinson County.

- e. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand;
Norway Elementary School strives to ensure that all parent communications are provided in parent-friendly, jargon free language. If translation services are required, assistance is received through the Dickinson-Iron Intermediate School District.
- f. Shall provide such other reasonable support for parental involvement activities under this as parents may request.

Parents are always welcome at Norway Elementary School. All reasonable requests for support to assist parents in being actively involved in their child's education are addressed by building staff.

PART III ACCESSIBILITY REQUIREMENTS

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, 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 providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

Norway Elementary School strives to ensure that all parent communications are provided in parent-friendly jargon-free language. If translation services are required, assistance is received through the Dickinson-Iron Intermediate School District. If parents are cognitively and/or physically disabled, accommodations are provided as appropriate. There are no migratory students at Norway Elementary at this time, however, in the event that this would change, accommodations as appropriate would be provided.

Part IV Evaluation

Our school community will conduct an annual evaluation of the content and effectiveness of this parent involvement policy with Title I parents to improve the academic quality of our school. The findings of the evaluation through school surveys and feedback forms will be used to design strategies to more effectively meet the needs of parents, and enhance the school's Title I program. This information will be maintained by the school.

In developing the Norway Elementary School Title I Parent Involvement Policy and the School-Parent Compact, parents of Title I participating students, parent members of the school's Parent Teacher Organization, and parent members of the School Leadership Team, were consulted on the proposed Title I Parent Involvement Policy and the School-Parent Compact and asked to survey members for additional input. To increase and improve parent involvement and school quality, Norway Elementary School will: actively involve and engage parents in the planning, review and evaluation of the effectiveness of the school's Title I program, the implementation of the school's Title I Parent Involvement Policy, and the School-Parent Compact.

(Signature of Title I Authorized Representative)

(Date)