

Pottstown District Wide Parental Involvement Policy

* * * * *

PART I. GENERAL EXPECTATIONS

The Pottstown School District agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those Programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children. **The planning of these programs, activities and procedures will be planned at the beginning of each school year during the first school wide PTO meeting. The Title I Reading Specialist will be granted a separate and specific part of the meeting to address these issues. Using the information gathered from the school-wide meeting, we will consult with parents of participating children. This meeting will take place in the Fall at one of the elementary schools or at the middle school.**

- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA. **The existing school-parent compact will be reviewed and amended at the first school wide PTO meeting of the new school year. These meetings will take place at each elementary school and our Middle School.**

- The school district will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA. **A district wide parental involvement policy will become part of Pottstown School District's strategic plan.**

- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools 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 a language parents understand. **District-wide meeting will be held at schools which are handicap accessible. Information about parent meetings will be made available to the local homeless shelter.**

- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, 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 the State Department of Education. **The LEA plan for Title I, Part A, will be made available for parents to view via the district's web page, and a hard copy mailed to the homes of participating children. The district will request comments and forward those comments on to the State Department of Education along with the plan.**
- The school district 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 one percent reserved goes directly to the schools. **This will be addressed through parent surveys distributed to parents after parent workshops and meetings.**
- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools 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-

(A) that parents play an integral role in assisting their child's learning;

(B) that parents are encouraged to be actively involved in their child's education at school;

(C) 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;

(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

- (For States where a Parental Information and Resource Center is established). The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State. **All parents will be given information on SPAC. Funds will be set aside each year to send one Title I parent to the annual parent conference in Seven Springs.**

PART II.

DESCRIPTION OF HOW POTTSTOWN SCHOOL DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The **Pottstown School District** will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA:

Establish a district-wide meeting in the beginning of the school year inviting all parents of Title I students to jointly develop a district wide parental involvement policy.

2. The **Pottstown School District** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Establish an evening, morning or afternoon meeting in each individual elementary school to review and/or improve the existing Parent Involvement Policy. This can be done in conjunction with the first PTO meeting of the year, a breakfast meeting, or a lunchtime meeting in order to accommodate as many parents as possible.

3. The **Pottstown School District** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student achievement and school performance:

The district will make the middle school, and each of its elementary schools, with all their facilities, available for family literacy events. Facilities will include use of audio-visual equipment, cafeteria, auditorium, and janitorial staff. A listing of all school-wide events is included on each school's parent involvement policy.

4. The **Pottstown School District** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: (Insert Programs, such as Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs), by:

Each year Head Start, and our other community partners will be invited to help plan and coordinate parental involvement strategies with our district. These meetings will be on-going and supported through our PEAK program. Title I will also work in conjunction with 21st Century and EAP in its elementary schools.

5. The **Pottstown School District** will take the following actions to conduct, with the involvement of parents, 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.

Evaluations will take place annually in the beginning of the school year at each building. The district will also evaluate parents surveys at the completion of school and district events. Parent comments will be used to shape further events.

1. The **Pottstown School District** will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - **Library Community Day- This is a Saturday morning at the local library to celebrate Dr. Seuss's birthday.**
 - **Literacy Nights-These are offered at the individual elementary schools in the evenings to promote reading achievement.**
 - **21st Century and EAP after school tutoring.**
- A. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph—
 - **The State's academic content standards are located on our website and a hard copy is available in the curriculum office in the district's administration building.**
 - **The State's student academic achievement standards can be accessed through our website, where there is a link provided to the PDE website providing further information on AYP.**

- The State and local academic assessments including alternate assessments **can be accessed through individual school principals, and for alternate assessments, through the Superintendent of Special Ed.**
- The requirements of Part A **are reviewed annually at the building level during the initial meeting of the year.**
- How to monitor their child's progress **can be done through parent-teacher conferences held twice a year in addition to opportunities to schedule appointments outside of the school day with the classroom teacher.**
- How to work with educators **can be addressed through parent night activities, which take place on the school level, and at district-wide family literacy nights scheduled twice a year.**
- **Through Title I funds a Title I parent will be invited to attend the SPAC conference held in the summer at Seven Springs.**
- **Student progress is monitored in each building using a variety of technologies: Success Maker, STAR, and Accelerated Reader, DIBELS and Foresight, which provide up-to-date information which is shared with parents.**

- B.** The Pottstown School District will, with the assistance of its schools, 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: **See individual school's Parent Involvement Policies for a list of activities. In addition, literacy training is provided through district-wide activities such as the two annual literacy nights and community day at the library each Spring.**
- C.** The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parents programs and build ties between parents and schools by: **Supporting the PTO's in all their activities in our schools, including having a faculty member attend all meetings and reporting back to the staff. Encourage parent participation in classroom activities, including recruiting and training parents to volunteer in the classroom.**
- D.** The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Start, Reading First, Early Reading First, Even Start, 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, by: **Head Start, Montgomery Early Learning Centers (MELC), YMCA, YWCA, and Montgomery County Early Intervention services continue to partner with the school district. This initiative named Pottstown Early Action for Kindergarten readiness (PEAK) has identified the following mission statement: “Every child in Pottstown will enter Kindergarten ready to learn and achieve”. The vision for Pottstown is as follows: 1. Every child from birth to age five will have access to high quality child care, early childhood education, pre-kindergarten and kindergarten. 2. Every parent of young children will have access to the high quality skill building needed to prepare them to be their child’s first “teacher”. Parents will have access to the resources needed to prepare their children for success in school. 3. Every child has access to health and wellness services to assure that they are prepared to maximize their potential in school.**

- E. The Pottstown School District will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand: **by including this information on the website, notices sent home with children, school newsletter, and by identifying our Spanish-speaking parents and providing them with information in Spanish.**

PART III. DISCRETIONARY DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The District wide 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:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- Training parents to enhance the involvement of other parents;

- In order to maximize parental involvement and participation in their children’s education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend whose conferences at school:
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

* * * * *

PART IV. ADOPTION

This District wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the school wide parent involvement polices.

This policy was adopted by the **Pottstown School District** on **October 15th, 2008**, and will be in effect for the period of **the 2008-2009 school year**. The school district will distribute this policy to all parents participating Title I, Part A children on or before **School wide policy distributed as of: _____.**

(Signature of Authorized Official)
 (Date) _____

