

## SCHOOL-BASED DECISION MAKING

**School:** East St. John High School

**Subject of the Policy:** Parent Involvement (Title I)

### *Policy Statement*

We believe that parents/guardians are an integral and critical partner in the educational process. To promote the involvement of parents in their child's education, school staff will provide parents with timely information about school programs and activities, be available to meet with parents to discuss their child's progress and concerns, and provide ways for parents to be involved in the school. Parents/Guardians have the right and responsibility to communicate with staff concerning their child's progress, to access their child's permanent records, to support and encourage their child's school achievement and attendance, and to meet all requirements for entry into school.

Parents/Guardians are encouraged to be involved in the school through Parent Teacher Association (PTA) membership; attending Open House, orientation, and school programs and activities; volunteering their time; chaperoning field trips as needed; and serving on the Family Resource Center (FRC) Advisory Council and the Principal's Advisory Council. Parents represent the parent/guardian component on the Council. Parents/Guardians will receive communication from the school through newsletters, letters and notes sent home, telephone calls, and other appropriate means. In addition, individual teachers may establish other mechanisms to communicate with parents/guardians. Parents/Guardians are asked to follow all school and district policies regarding visitors to the school and volunteering in the school.

Parents/Guardians will be notified of the school's Title I Program at the annual orientation and Open House. During that meeting, a parent will be selected to lead the Principal Advisory Council monthly meetings. Parents/Guardians will receive notification of these meetings through communications sent home with the students. To keep parents apprised of student progress, students will take home interim reports and the more comprehensive report cards as determined by the district. Additionally, parents have continuous access to real – time student performance data via a secure portal through JCAMPUS, our electronic progress monitoring and student records database.

A school-parent compact has been developed, which states how the school, family, and student will work together to promote high achievement and success for each student.

An annual Schoolwide Program Report will be developed by school staff and included in the Comprehensive School Improvement Plan (CSIP). This report will be communicated with parents/guardians informing them of the progress of the school in a variety of areas as mandated by state regulations.

**Date of First Reading: 09/26/2018**

**Date of Second Reading: 11/07/2018**

**Date Adopted: 11/07/2018**

**Signature: \_\_\_\_\_**  
**(Principal Advisory Council Chairperson Lillian )**

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East St. John High School is committed to engaging parents in meaningful activities that will lead to increased student achievement levels.

To complete the effective, home-school partnership, East St. John High School will provide:

- An annual meeting where parents will meet their child's teacher and be notified of their rights and responsibilities under Title I to be involved in their child's education. A new-student orientation/Open House will also be scheduled.
- A variety of informational meetings throughout the year to assist parents in understanding federal and state academic standards and required assessments as well as training in how they can assist their child in being successful in challenging coursework.
- A varied schedule of times for meetings and activities to accommodate the needs of parents.
- Two formal parent-teacher conferences and additional information and ongoing communications regarding student progress and achievement.
- A school-parent compact, designed with parents and school staff, that outlines how parents, students, and staff have a shared responsibility for the student's education.
- Meetings and informational sessions for parents whose children are in key transitional points.

Every effort will be made to communicate with parents in a format and language that are familiar to the parents and easily understood by them. Parents and community members are always welcome at East St. John High School.

**Date of First Reading:**

**Date of Second Reading:**

**Date Adopted:**

**Signature:** \_\_\_\_\_  
(SBDM Council Chairperson)

## SCHOOL-BASED DECISION MAKING

**School:** East St. John High School

**Subject of the Policy:** Parent Involvement

### *Policy Statement*

East St. John High School recognizes our students' families and our local community as essential partners in helping each student succeed. We commit ourselves to supporting teacher and staff efforts to:

- Share clear information about each student's progress with his or her family.
- Offer practical suggestions to families on how they can support student learning at home.
- Make parents and community members full partners in our decision making.
- Seek and supporting adult volunteers to work with and inspire our students.

We will achieve each of these goals through the methods listed below.

### **Information on Student Progress**

Each grading period, teachers will provide each student's family with:

- A written report on the student's progress.
- A written report on how each student with a disability is progressing toward the goals of the Individual Education Program (IEP).
- An invitation to meet and discuss the student's progress.
- An opportunity for the student to participate in sharing information on his or her progress with the parents.
- The email address and telephone numbers they can use to communicate with their child's teacher.

### **Home Support for Student Learning**

Our principal and teachers will:

- Assign homework that is consistent with our Instruction, Homework, and Assessment Policies.
- Provide information on the content students will learn each year through the methods listed in our Curriculum Policy.
- Send home newsletters through various means at least four times a year that include information on constructive family practices.
- Support our Parent Teacher Association (PTA).

### **Decision Making**

We invite concerned adults throughout our community to join in our decision making by:

- Signing up to serve on our Principal Advisory council committees.
- Attending Principal Advisory Council or committee meetings.
- Commenting on draft policies and plans as they are made available.

- Participating in surveys, input meetings, and other opportunities to define school needs and develop solutions.

### **Volunteers**

We invite concerned members of our community, including parents, to volunteer to help our students in the following capacities:

- Completing the Volunteer Records Check Form
- Tutoring and/or mentoring
- Assisting with classroom activities
- Preparing materials
- Joining our Principal Advisory Council and supporting its efforts to strengthen our school
- Helping increase communication with families who have a pattern of low engagement with the school

**Date of First Reading:**

**Date of Second Reading:**

**Date Adopted:**

**Signature:** \_\_\_\_\_  
(SBDM Council Chairperson)