

Shelbyville Central Schools

Title 1 Parent Involvement Policy

2018-19

In accordance with the requirement of Section 1118 of Title I programs supported by Title I funds must be designed and implemented in consultation with parents of the students being served. Given that Coulston Elementary, Hendricks Elementary and Loper Elementary are schoolwide Title I schools, all parents will be given the opportunity to participate in the review of the Parent Involvement Policy.

General Expectations:

Shelbyville Central School Corporation will:

1. develop jointly with parents a Parent Involvement Policy that will be agreed upon by each school's staff and parents. This will be reviewed at an annual Parent Teacher Organization (PTO) Meeting.
2. work to strengthen the parent capacity to ensure effective involvement of parents and to support a partnership among the schools, parents, and the community to improve student academic achievement.
3. be governed by the following statutory definition of parental involvement, and 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 that parents:

1. *play an integral role assisting in their child's learning;*
2. *are encouraged to be actively involved in their child's education at school;*
3. *become 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.*

Policy Guidelines:

1. **Shelbyville Central School Corporation will take the following actions to involve parents in the joint development, review, and improvement of its school parental plan:**
 - a. Encourage parents to attend each elementary school's Title I meeting in the fall. This meeting will be scheduled in conjunction with a major back-to-school activity that is normally well-attended in an effort to provide greater convenience to parents' schedules.
 - b. At this annual meeting, parents will be provided with Title I programs, overview of curriculum, student assessment information, and the proficiency levels students are expected to meet.

- c. At a School Improvement meeting, staff and parents will review the existing curriculum, programming, procedures, and resources as they relate to instructional effectiveness and increasing student achievement.
 - d. At an annual parent-teacher meeting, Title I will be placed on the agenda to review the Parent Involvement Policy and accept recommendations and suggestions.
 - e. A copy of the Parent Involvement Policy will be available on each school's website as well as the corporation website for public inspection.
2. **Shelbyville Central Schools' administration and staff will provide assistance to all parents of Shelbyville Central Schools' students in understanding: Shelbyville Central Schools' curriculum, forms of academic assessment used to measure children's progress, and the State and local proficiency levels students are expected to meet. This information will be disseminated through the timely distribution of:**
 - o RAPS 360 (grades K-2)
 - o NWEA Reading and Math (grades K-5)
 - o ILEARN parent report detailing the results of their child's ILEARN assessment (grades 3, 4 & 5)
 - o Lexia Learning (grades 4 & 5)
 - o Indiana College Career Readiness Assessment
 - o WIDA assessment report
 - o InView parent report detailing the results of their child's InView assessment (grades 2 & 5)
 - o Information available in the student handbook
 - o Mid-term reports
 - o Report cards
 - o Information shared by teachers during parent-teacher conferences, agenda notes, phone contact, and/or notes home

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

 - o Powerschool Home Website – parents can access student grades, attendance and discipline records
 - o Shelbyville Central Schools' PL 221 Plan. Shelbyville Central Schools' PL 221 Plan outlines Shelbyville Central Schools' educational goals/objectives/strategies, assessment instruments, and parental involvement activities. This document is available in the office area for inspection.
 - o Child's progress is encouraged to be monitored via two-way communication (i.e. classroom visits, phone call, child's daily agenda, etc.)
3. **Shelbyville Central Schools will, with the assistance of its parents, educate its teachers, principals, pupil services personnel, and other staff in how to reach out to, communicate and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools by:**
 - a. Giving parents the opportunity to write down concerns, comments, and praises. This information will be passed along to the staff for future consideration.
 - b. Setting aside time during Shelbyville Central Schools' staff development meetings to study and discuss how to reach out to, communicate with, and work with parents as equal partners.
4. **Shelbyville Central Schools will provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, to**

foster parental involvement. This will be accompanied by:

- A variety of before and after school activities.
 - Continuing to offer web-based, educational software (i.e. ALEKS, Reflex Math, Achieve 3000, Reading Eggs, Rosetta Stone, Learning A-Z) that children can access at home. Parents will be able to monitor student progress and access data that pertains directly to their child's academic achievement and progress.
5. **Shelbyville Central Schools will coordinate and integrate, as appropriate, parent involvement with Head Start and public pre-school programs. Each elementary will make information available to parents upon request.**
6. **Shelbyville Central Schools will ensure that information related to school and parent programs, meetings, and other activities are sent to the parents of participating children in a format and, to the extent practicable, in language the parents can understand. This will be accomplished through the use of:**
- Weekly school newsletters
 - Informational flyers
 - Teacher generated classroom newsletter
 - Principal Listserv Updates and Announcements
 - Frequent reminders (newsletter and listserv forms) that include important information about upcoming events and programs
 - Important school messages and events posted on school's websites
 - Radio announcements on WSVX 96.5 FM, Shelbyville, IN
 - Newspaper announcements in The Shelbyville News (Shelbyville, IN)
 - School marquee
7. **Shelbyville Central Schools will implement the following strategies to increase parent involvement:**
- Shelbyville Central Schools will hold the annual Back to School Night. During this time parents will get a chance to meet the teacher and discuss grade level expectations for pupils.
 - Parents will be encouraged to attend Shelbyville Central Schools' annual Title 1 meeting in September. This September meeting will be offered twice; once in the evening and once in the morning to help better accommodate parents' schedules.
 - School wide parent-conferences that will occur at the end of the first nine-week grading period.
 - Each elementary will hold PTO meetings two times per semester or at the discretion of the PTO executive committee. Parents, at each school, will be encouraged to attend and participate.
 - Report cards are sent home at the end of every nine-week grading period. Mid-term reports are sent home mid-way through every nine-week grading period. Individual conferences can be scheduled at parent/teacher request.
 - School newsletters will be sent home weekly. Each newsletter will include information about opportunities for parents to become more involved at Shelbyville Central Schools.
 - School activities and information will be posted on each school's website at: www.shelbycs.org.

Parent Involvement Activities Schedule (Each building has additional opportunities throughout the year which reflect the needs of their students and families.)

August- Back to School Night

September – Annual Title 1 Meeting Night, Grandparents/Special Person Event, and ESL Parents' Meeting

October – Parent/Teacher Conferences

November- Grandparents/Special Person Event

December – Christmas Program

February – School Pep Rally

April – Parent Fair, Incoming Kindergarten Assessments

May/June – Kindergarten Celebration, Fifth Grade Recognition, Awards' Day, Field Day, Incoming Kindergarten Night, Welcome to Middle School Night for incoming sixth graders

Summer: Summer Reading Program (in partnership with the Shelby County Public Library)

Other: All Pro Dad, Muffins with Mom, Donuts with Dad, Drama/Musicals, various fundraising events that involve family participation

Evaluation

Shelbyville Central Schools values what parents have to say about Title 1 programming and Shelbyville Central Schools' Title 1 Parent Involvement Plan. To that end parents/guardians will be given ample opportunities throughout the school year to provide feedback and suggestions for improvement in both areas.

As mentioned earlier, evaluation of the Shelbyville Central Schools' Title 1 Parent Involvement Plan will be reviewed at a PTO meeting. At this planned event parents/guardians will be given the opportunity to review, evaluate and comment on the effectiveness of the current plan. Parents will also be given the opportunity to make suggestions on ways to improve Shelbyville Central Schools' Plan. Prior to this meeting each parent will be given the opportunity to receive a PDF copy of Shelbyville Central Schools' Title 1 Parent Involvement Plan via e-mail or by stopping in the school office to pick up a copy. Each school improvement team will also have, at the very least, one parent member on its roster.

Expected Outcomes

Through the development and implementation of this comprehensive Parent Involvement Plan, it is expected that parent involvement will increase in the following ways:

- Parents will feel welcome whenever they come to visit Shelbyville Central Schools.
- Participation and attendance in Shelbyville Central Schools' Title 1 Programs/activities will grow. Attendance will be tracked and recorded on a sign-in sheet at each program/activity.
- More parents will volunteer to participate and become involved in the Shelbyville Central Schools' Parent Teacher Organizations (PTO).
- More parents will choose to volunteer to help with planned Shelbyville Central Schools' PTO functions and activities.
- Parents will become better educated about how to assist and support the educational progress of their child or children.
- Parents will learn how to access information sources both inside and outside the school to help make sound, informed educational decisions for their child.
- Parents will learn more about the research-based best practices that are being utilized by their child's teacher.

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Board Approved 07/17/18