

Pea Ridge Elementary School
Parent/Family Involvement Policy
2016-2017 School Year

This policy provides compliance with Section 1118, NCLB.

Pea Ridge Elementary School believes that education is the shared responsibility of the student, parents, family, school, and community. Further, the school recognizes that the academic achievement and success of our students depend on the strength of the partnerships developed among students, parents, families, schools, and the community from preschool through graduation and beyond.

Pea Ridge Elementary School believes that strong partnerships can be developed through nurturing respect, sharing knowledge, support each partner's role, collaborating on matters of importance, and by appreciating the contributions each partner makes to student achievement.

To the extent practicable, our school shall 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 in a format and, to the extent practicable, in a language such that parents understand.

Our School Parent/Family Partnership Policy includes six critical commitments:

1. **Communication:** We will communicate about curriculum, instruction, assessment, staff development, school programs and student progress through timely and effective school-to-home, home-to-school and school-to-community methods. An emphasis will be made to communicate effectively with those parents who have limited proficiency in English or literacy challenges. To meet this commitment, our school will:
 - a. Provide information on school and school system policies and regulations, programs, opportunities for collaboration, regular student progress reports, and parent-teacher conferences through various means such as newsletters, school-parent orientation programs, distribution of the Santa Rosa Family Guide, and the use of the Connect-Ed parent notification system.
 - b. Solicit and consider parent comments and concerns and make use of parent talents by use of parent surveys, comment box located in the lobby, solicitation of parents for special events, and surveying parents through the Connect-Ed parent notification system, classroom newsletter concerning special events, and volunteer form requesting special talents and skills.
 - c. Strive to ensure that staff is accessible for parent-teacher communications. During Open House, the teachers will set up conferences during the first 14 days of school as needed or as requested by teacher or parent, and the teacher will share School-Compact as it relates to the individual child's achievement. Throughout the year there will be individual conferences between teachers and parents to discuss student achievement. Conferences will be scheduled after school, during teacher planning periods, on planning days, and in some situations before school in the morning. Open House is scheduled for September 24, 2015 [K-2nd grades 5:00-6:00pm, 3rd-5th grades 6:00-7:00pm].
2. **Parenting:** We will provide opportunities for families to enrich their understanding of child and adolescent development, as well as their parenting and child-rearing skills, so they may strengthen the home conditions that support children at each age and grade level. We will assist personnel to work effectively with our diverse families. To meet this commitment, our school will:
 - a. Cooperate with the PTA and other parent groups to support programs for parents to learn how to create and sustain a home learning environment by:
 - i. Sharing information, materials, and programs about how parents can:
 1. Recognize that they have an essential role to play in their children's education by supporting, encouraging, and assisting their children to learn.

2. Get information on “parenting” topics such as nutrition, health, self-esteem, parent/child communication, motivation, discipline, child development, and other topics relevant to the specific population
 3. Foster their children’s enthusiasm for learning at home as well as in school.
 - ii. Providing space for parent training and parent materials in the Media Center, lobby, and Guidance area. We provide pamphlets, booklets, and other resources for use at school and home. These materials provide practical information on how parents can help their child with reading, school attendance, preparation for standardized testing, self-esteem, responsibility, etc.
 - iii. Ensuring that parenting information is provided to parents on a regular, systematic basis by distributing district provided parenting newsletters, using parent sections in school newsletters, discussion groups, workshops, etc.
3. **Learning at Home:** We will promote family involvement in learning activities at home including homework and other curriculum-related activities appropriate to the grade and development of the student. We will support this commitment by:
 - a. Providing appropriate training for staff to work effectively with parents in order to support the concept of learning at home, including such topics as:
 - i. How to share curriculum content with parents
 - ii. How to facilitate parent participation in children’s learning at home
 - iii. How to reach out to all parents
 - b. Providing materials on what their child is learning and how to expand on school learning at home, as well as suggestions about available resources
 - c. Suggesting ways that parents can enrich and support the curriculum
 - d. Using school and PTA resources.
4. **Decision-making and Advocacy:** We will include students, parents, families, schools and community members as partners in planning, governance, and advocacy. We will encourage participation by parents and guardians in decisions that affect their child’s educational experiences. We will support this commitment by:
 - a. Convening 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 the Title I Program, and the right of the parents to be involved.
 - b. Offering a flexible number of meetings, such as meetings in the morning or evening, and may provide transportation, child care, or home visits, as such services relates to parental involvement.
 - c. Establishing a parent involvement advisory committee (the School Advisory Council) that includes school staff, parents and students (where appropriate) and reflects the school/community diversity to:
 - i. Provide input for the management plan and decision of the school and Title I Program
 - ii. Assess the effectiveness of the parent involvement program
 - iii. Make recommendations for positive changes in the parent involvement program
5. **Volunteering:** We will expand the recruitment, training, and recognition of family and community volunteers and provide opportunities for families and community members to contribute from home, the workplace, and other community-based sites. We will support this commitment by:
 - a. Providing training for staff in the development of jobs for volunteers
 - b. Designing activities and volunteer job descriptions to give all parents opportunities to participate in the school volunteer program
 - c. Eliminating barriers that may prevent parent volunteer participation
 - d. Providing orientation and training for parent volunteers
 - e. Assessing the effectiveness of the volunteer program, using such factors as:
 - i. The number of parent participants

- ii. The number and variety of programs served
- iii. The benefits to staff, students, and parents
- iv. The elimination of barriers to parent participation
- v. Appointing a member of the school staff to work cooperatively with the PTA to encourage parent participation in the school volunteer program

6. Collaborating with Community: We will coordinate resources and services for students, families, and schools with businesses, agencies, service organizations and other groups, and we will provide services to the community through our volunteer efforts and community improvement projects. We will support this commitment

- a. Coordinating with school-based and school-linked services that will support positive family outcomes
 - i. Assistance with information for support services as listed in the EscaRosa Street Survival Guide and the United Way First Call for Help. Assistance includes information to encourage family access to a wide variety of community services in the areas of: assessment, child welfare, educational, health, juvenile justice, mental health, prevention, recreational, and vocational services. Families are also connected with other community resources such as organizations (Kiwanis, Optimists,) county offices, creative resources, hospitals, libraries, parks, police, and programs for special populations.
- b. Coordinating with preschool programs such as Head Start, Even Start, Healthy Start, and the Voluntary Pre-Kindergarten Program
- c. Providing after-school child care services through the Community Schools
- d. Providing school-based mental and physical health services
- e. Encouraging service learning projects that connect students with needs in the community
- f. Establishing business partnerships
- g. Hosting events involving key community partners such as health fairs, science fairs, etc.)
- h. Encouraging community organizations to use school facilities for activities that support student development i.e. Girl Scouts, Boy Scouts, etc.)
- i. Encouraging students to participate in special fundraising events (i.e., Relay for Life, United Way Campaign, etc.)
- j. Other services available on our school's campus are Healthy Kids health enrollment, parent involvement center, parent workshops, etc.

If you would like additional information about how you can be involved in our school's partnership, please contact Pea Ridge Elementary School at 850-995-3680