

Crocker Elementary School

Title I School Level Parent Engagement Policy

Crocker Elementary School has developed a written Title I Parent Engagement Procedure with input from Title I Parents by *presenting the policy to parents during: School Council Meetings, Parent Teacher Organization Meetings and at various programs with a request for input from parents.* *Crocker Elementary School* describes the means for carrying out the following Title I Parent Involvement requirements mandated in Section 118 (b) (1) and (c) – (f) of the NCLB Legislation.

Involvement of Parents in the Title I Program

Crocker Elementary School does the following:

1. Convenes an annual meeting to inform parents of the Title I students of Title I requirements and their rights to be involved in the Title I program.
 - *The Title I Parent Information Meeting is held on the same evening as Open House in order to be convenient for parents. Information regarding Title I funding and many pamphlets are available to all parents. All information is provided in both Spanish and English to accommodate parents.*
2. Offers a flexible number of meetings.
 - *Parents and families are invited to attend many evenings, including Open House, Bingo for Books, Family Writing Parties and Pocket Math Program.*
3. Involves parent of Title I students in an organized, ongoing and timely way, in the planning, review and improvements of its Title I program and the Title I Parental Involvement Policy.
 - *Each year a Title I Parental Needs Assessment Survey is distributed to all Title I parents. This gives parents an opportunity to evaluate the program for the year and indicate what types of parent programs they would like to participate in. The results of the survey drive the programming for the next academic year.*
 - *The District Parent Involvement Policy as well as the School Parent Involvement Policy is reviewed at School Council Meetings, PTO / PTA Meetings.*
 - *Each school handbook will include the School Parent Involvement Policy as well as the District Parent Involvement Policy.*
 - *Copies of the District and School Parent Involvement Policy will also be available at Title I Events and appear on the district and school websites.*
4. Provides parent of Title I students with timely information about Title I programs.
 - *Information for parents is provided through the use of Connect Ed Messages, flyers, Title I Bulletin Boards, postings, district and school event information and school announcements.*
5. Provides parents of Title I students with an explanation of the curriculum, assessments and proficiency levels students are expected to meet.
 - *Open House evenings, parent-teacher conferences, and the MCAS evening are opportunities for parents to come into Crocker to learn about student expectations with curriculum and assessments. The Title I Compact, DIBELS parent letters, and GRADE reports are document that are sent home to explain district-wide literacy assessments and how their child has performed on them.*
6. Provides parent of Title I students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.
 - *Parents have the opportunity to attend Parent-Teacher conferences in the fall. Upon request, Title I and Classroom teachers will meet with parents to discuss their child's programming and progress.*

School –Parent Compact

Crocker Elementary School has jointly developed with and distributed to parents of Title I students a school-parent compact. This agreement between parents, the school staff and students describes the school's responsibility to provide high quality curriculum and instructions and parents responsibilities for supporting their child's learning as well as the step students will take to share the responsibility for improved student academic achievement.

- *Each year the Title I Home School Compact is presented to the school council and PTO/PTA to review and revision. The compact is then signed by administration, teachers and students, sent home to parent for signature. The signed compacts are kept at school as a record of everyone's commitment to improve academic achievement.*

Building Capacity for Involvement

Crocker Elementary School engages Title I parent in meaningful interactions with the school. It supports a partnership among staff, parents and the community to improve student academic success. To help reach these goals, our school does the following:

1. Assists Title I parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children.

- *Parents have the opportunity to attend Parent-Teacher conferences in the fall. Upon request, Title I and Classroom teachers will meet with parents to discuss their child's progress with respect to progress monitoring and benchmark measures.*

2. Provides materials and training to help Title I parents work with their children to improve their child's achievement.

There are various programs throughout the school year that provide parents with hands on activities they are able to participate in at school and recreate at home to reinforce student learning.

- *Literacy Nights provide parents with a reading aloud model, books and activity ideas are available at the elementary schools throughout the school year.*
- *Math Nights are an opportunity for parents to learn activities that reinforce math skills at home; they are given packets of materials and manipulatives to take home.*
- *Make and Take math and reading games evenings.*
- *Other Parent Child Activities include: Bingo for Books, book swaps, and family writing parties.*
- *There are also programs specifically for parents: helping your child with homework, helping your child prepare for MCAS, getting organized.*

3. Educates staff, with the assistance of Title I parent, in the value of parent contributions and how to work with parents as equal partners.

4. Coordinates and integrates the Title I parental involvement program with other programs and conducts other activities, such as parent resource centers that encourage and support parents in more fully participating in the education of their children.

- *The Title I Department coordinates services with Fitchburg Community Partnership for children in the form of arranging a Kindergarten Transition Process for public and private preschoolers transitioning to Kindergarten)*
- *The Title I Department participates in community events such as First Thursday Evenings (2 per year), setting up tables with resources for parents on academic achievement as well as activities and free books for students of all ages.*
- *The Title I Parent Liaison coordinates an annual literacy / math fair in coordination with the McKinney Vento Grant and MOC Community Partnership for Children Program. The fair invites local community organizations to set up tables and distribute information to parents regarding services as well as providing the students with a literacy or math activity.*
- *The Title I Department sends a representative to ECAC meetings*
- *The Title I Department has a monthly program at the local library to assist in bringing families into the library and increase usage and value, this program also features a community reader,*

bringing local business and community leaders in to read to the students and participate in the activity provided by the Title I Parent Liaison.

- *The Title I Department Parent Liaison notifies local church organizations, local television stations, and newspapers about upcoming parent programs on a monthly basis.*
5. Distributes to Title I parents information related to school and parent programs, meetings and other activities in a form and language that the parents understand.
- *Connect Ed. messages are recorded and parent program notices are sent home in both English and Spanish. Parents may call the office and speak with a Spanish translator during school hours to receive clarification or additional information.*
6. Provides support for parental involvement activities requested by Title I parents.
- *Each year the Title I Parent Liaison distributes a Needs Assessment Survey to all Title I parents. This provides parents with an opportunity to tell us how they feel the Title I program met the objective of the NCLB legislation that year. The Survey also provides parents with a section to indicate what types of programs they would like to see in the upcoming year. This data drives parent programming for the next school year.*

Accessibility

Crocker Elementary provides opportunities for all Title I parents to participate, including parents with limited English proficiency, parents of students with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language parents understand.

- *Flyers for events sponsored by Title I Department are translated into Spanish and translators are provided at events when they are available.*
- *There are also high school volunteers that attend many events and act as translators when they are available.*