

Harold W. Smith

Parental Involvement Plan



PART I. GENERAL EXPECTATIONS

The **Harold W. Smith Elementary School** agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will ensure that the required school level parental involvement plan meets the requirements of section 1118 of the ESEA, and includes, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The plan will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school 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 language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (Glendale Elementary School District).
- The school will involve the parents of children served in Title I, Part A, schools in decisions about how funds reserved under this part are spent for parent involvement activities. The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide parental involvement activities under section 1118 of the ESEA in the areas of improving student achievement, child development, child rearing and additional topics parents may request.
- The school will be governed by the following statutory definition of parental involvement, and 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 plan 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.

Part II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT PLAN COMPONENTS

NOTE: The School Parental Involvement Plan shall include a description of how the school will implement or accomplish each of the following components. [Section 1118, ESEA.]

1. The **Harold W. Smith Elementary School** shall take the following actions to involve parents in the joint development and review of its school parental involvement plan under section 1118 of the ESEA:

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Gather and disseminate to parents for review the following materials: Smith School Parental Involvement Policy, the school-parent compact, and School Parent/Student Handbook. These materials will be disseminated to parents at regular school meetings, School Site Council meetings, and parent/teacher conferences. Written and verbal input from parents will be solicited through School Annual Title 1 Meeting, Academic Parent Teacher Team Meetings, Coffee with the Principal Meetings, parent/teacher conferences, school newsletters, school website, and other regular written communications with parents.

2. The **Harold W. Smith Elementary School** shall take the following actions to involve parents in the process of planning, joint development of the program, review and improvement of programs under Title I, Part A of the ESEA:
 - Harold W. Smith Elementary School will convene an annual meeting within the first semester of school to inform parents of their school's participation in Title 1 and their right to be involved. In preparation for this meeting, efforts will be made to determine the most convenient time for parents of participating children to attend and to determine the most reliable method for ensuring that parents receive notice including: School Website and Newsletters.
 - Smith School will offer a flexible number of meetings to disseminate information. Meetings will be recorded for later viewing to accommodate the needs of Smith School's parents.
 - Smith School will involve parents, in an organized, on going, and timely way, in the planning, review, and improvement of Title 1 programs, including the school parental involvement policy and the joint development of the school wide program plan, if any.
3. The **Harold W. Smith School** shall hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will invite all parents of children participating in Title I, Part A programs to this meeting.
 - Smith School will take the following actions to distribute to parents of participating children and the local community the Parental Involvement Policy:
 - The School Parental Involvement Policy will be distributed to parents at School PTSA meetings, Coffee with the Principal Meetings and Parent/Teacher conferences.
 - The policy will be posted on the school website.
 - Parents of new participating students may request to receive the policy upon registration.
 - Smith School will periodically update its Parental Involvement Policy to meet the changing needs of parents and the school through:
 - *PTO meetings*
 - *Academic Parent Teacher Team Meetings*
 - *Coffee with the Principal meetings*
 - *General School meetings*
4. The **Smith Elementary School** shall provide parents of participating children information in a Timely manner about Title I, Part A programs that includes a description and explanation of the

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school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.

- Harold W. Smith Elementary School will provide parents of participating children, upon request, with a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
- If requested by parents, Smith School Middle School will provide parents of participating children opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible:
 - *through prearranged meetings with the teacher and/or administration*
 - *through meetings with the student's teacher which may include the principal, and other staff as appropriate*

Harold W. Smith Elementary School will provide parents with timely responses to the suggestions made by parents that have been offered in meetings such as those described above.

Harold W. Smith Elementary School will provide parents with their child's individual student assessment results, including an interpretation of those results.

5. The **Harold W. Smith Elementary School** shall, at the request of parents, provide opportunities for regular meetings, held at flexible times, for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicable possible by:
 - Harold W. Smith Elementary School will convene an annual meeting within the first month of school to inform parents of their school's participation in Title 1 and their right to be involved. In preparation for this meeting, efforts will be made to determine the most convenient time for parents of participating children to attend and to determine the most reliable method for ensuring that parents receive notice including: School Web Site and Newsletters.
 - Smith School will offer a flexible number of meetings to disseminate information. Meetings will be held in the morning as well as in the evening to accommodate the needs of Smith School's parents.
 - Smith School will involve parents, in an organized, on going, and timely way, in the planning, review, and improvement of Title 1 programs, including the school parental involvement policy and the joint development of the school wide program plan, if any.
6. The **Harold W. Smith Elementary School** shall provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
 - Holding Individual Parent/Teacher Conferences Fall and in the Winter to discuss student progress towards mastering grade level standards. The parent/teacher/student will develop goals to improve academic performance.

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- AzMERIT/AzM2 results will be shared during the first Parent/Teacher Meeting in August. AzMERIT/AzM2 results will be available to parents by request beginning in June.
- Smith School will provide parents with Report Cards that lists the child's performance on the grade level AZCCS on a quarterly basis.

7. The **Harold W. Smith Elementary School** shall take the following actions to provide each parent timely Notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulation (67 Fed. Reg. 71710, December 2, 2002):

- Smith School will send home in writing a letter indicating if a teacher who is not highly qualified in the subject area is teaching their child.

8. The **Harold W. Smith Elementary School** shall provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described below –

- the state's academic content standards,
- the state's student academic achievement standards,
- the state and local academic assessments including alternate assessments,
- the requirements of Title I Part A,
- how to monitor their child's progress, and
- how to work with educators:
- Holding Academic Parent Teacher Team (APTT) Meetings in the Fall and in the Winter to discuss student progress towards mastering grade level standards. The parent/teacher/student will develop goals to improve academic performance.
- Parents will be taught how to monitor their child's progress and how to work with their child's teacher at the APTT meetings.
- AzMERIT results will be shared during the first APTT Meeting in August. AzMERIT results will be available to parents by request beginning in June.
- Monthly Coffee Talk meetings that discuss assessments and Title 1 activities
- Holding Annual Title 1 Parent Meeting describing Title 1

9. The **Harold W. Smith Elementary School** shall provide materials and training to help parents work with Their children in the areas of improving student achievement, (including literacy training and Using technology) child development, child rearing and additional topics parents may request.

- Holding Parent Meetings in the Fall and in the Winter to discuss student progress towards mastering grade level standards. The parent/teacher/student will develop goals to improve academic performance.
- Parents will be taught how to monitor their child's progress and how to work with their child's teacher at the parent meetings.
- AzMERIT results will be shared during the first APTT Meeting in August. AzMERIT results will be available to parents by request beginning in June.
- Monthly Coffee Talk meetings that are aimed at supporting parents with literacy training, child development, child rearing and additional topics that parents may request.

10. The **Harold W. Smith Elementary School** shall, with the assistance of parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, 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

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schools by:

- Ongoing Professional Development for Teachers and Staff on topics related to working with parents as equal partners as well as how to implement and coordinate parent programs and build positive relationships between the parent and the school.
- All Smith School students will have a Google Classroom Account that will be accessible at school and at home for parents to participate in two-way communication and to see their child's academic expectations, homework assignments and any notes from the teacher.
- ALL Smith School students will have the expectation of completing a reading log regularly. The parent is responsible for reviewing the reading log and for signing the log.
- All Smith School parents will be offered the opportunity to sign up for the Parent Portal to view their child's academic progress on a regular basis. This is a portal where the parent can view all class performance and attendance and can communicate with the school.

11. The **Harold W. Smith Elementary School** shall, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- Informing parents of Parent Resource Centers located within the district.
- Informing parents of various programs within the district to support them with early literacy.
- Engaging parents in Academic Parent Teacher Team Meetings designed to support them in assisting their children in improving their academic performance, as well as preparing the student for high school and post secondary education.

12. The **Harold W. Smith Elementary School** shall take the following actions to ensure that information

related to the school and parent-programs meetings, and other activities is sent to 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:

- Smith School will work with the district to have interpreters present at meetings where information is disseminated.
- Smith School will work with the district office on an individual basis when specific requests are made from the parent
- Smith School will work with the district to translate other documents, as requested by the parent, into the appropriate language in a timely manner.

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT PLAN COMPONENTS

NOTE: The School Parental Involvement Plan **may** include additional information and describe other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school 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 reasonable available sources of funding for that training;

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- 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;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school 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.

PART IV. ADOPTION

This School Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs.

This plan was adopted by the Harold W. Smith Elementary School on 8-10-2020 and will be in effect for the period of one academic school year. The school will make this plan available to all parents of participating Title I, Part A children on or before October 1, 2020.

Tarrah Bernabe
Principal
Harold W. Smith Elementary School



Principal Signature

Date