

## **Parent Involvement Policy**

### **PART I. GENERAL EXPECTATIONS**

Chesapeake Elementary School agrees to implement the following requirements:

- The school will put into operation programs, activities and procedures for the involvement of parents, consistent with section 1118 of the Every Student Succeeds Act (ESSA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school will assure that its parent involvement policies meet the requirements of section 1118 (b) of the ESSA, and each include, as a component, a school-parent compact consistent with section 111(d) of the ESSA.
- The school will incorporate the school parental involvement policy into its school plan developed under 1112 of the ESEA.
- 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 ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the plan for Title I, Part A, developed under section 1112 of the ESSA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school district submits the plan to the state Department of Education.
- The school will involve the parents of children served by Title I Part A in decisions about how the funds reserved for parental involvement are spent.
- 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....*

- *that parents play an integral role in assisting their child's learning;*
- *that parents are encouraged to be actively involved in their child's education at school;*
- *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;*
- *the carrying out of other activities, such as those described in section 1118 of the ESSA.*

### **PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED PARENTAL INVOLVEMENT POLICY COMPONENTS**

The following components (Section 1118(a)(2), ESSA) include actions/activities which satisfy statutory requirements.

- Chesapeake Elementary School will take the following actions to involve parents in the joint development of its parent involvement plan under section 1112 of the ESSA:  
The development/revision of the Parent Involvement Policy will be an on-going PTO and LSIC project. Parents from these organizations will meet regularly with staff members to review and revise the plan as needed. These meetings will be open to all interested parents. Dates and times of these meetings will be listed in the weekly newsletters.
- Chesapeake Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESSA:  
At the August Open House, Chesapeake staff will share Title I parent policies, an overview of the Title I program and the Five Year Strategic Plan. Parents will be made aware of their right to know teacher certification, school performance, school choice and other aspects of school

improvement. Parents will be made aware of their right to ask for information regarding teacher certification, college major and advanced degrees. They also may request information about aides or paraprofessional personnel who provide services to their child. This same information will be included in the parent handbook. Parents will be encouraged to participate in PTO and LSIC meetings when these topics are addressed.

- Chesapeake Elementary will provide the following necessary coordination, technical assistance, and other support in planning and implementing effective parental involvement activities to improve student academic achievement and school performance: Parent involvement activities will be planned based on student assessment data and parent interest surveys. Input from the LSIC, PTO committees and other parent groups will be included when planning these activities. Meeting facilities, materials and equipment will be provided by the school as needed.
- Chesapeake Elementary School will take the following actions to conduct, with the involvement of parents, and annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of the school. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities ( with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation of its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies. A parent survey will be sent home asking for input regarding activities and parent involvement policies. This survey will be sent home to all parents in the spring. The results will be compiled by the Title I staff and shared with the PLCs, PTO, LSIC and staff. Revisions will then be made as needed.
- Chesapeake Elementary School will build the school's and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
  - Chesapeake Elementary School will provide assistance to parents, as appropriate, in understanding topics such as the following, by understanding:
    - 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

At the August Open House, Chesapeake staff will introduce the Strategic Plan and the requirements of Title I. Parents will also be given a description and explanation of the curriculum used at Chesapeake; the forms of assessment, including DIBELS, alternate assessment, WV General Summative Assessment and the proficiency levels of each. This same information will be included in the school handbook. Each teacher will explain to the parents how to monitor their child's progress via midterms and report cards online and test results. They will also explain to parents how to use the assignment books as a communication tool, what the school and classroom expectations for behavior and achievement are, and the best way to contact the teacher when questions arise. The Student Assistance Team chair will explain the SAT referral process and the Support for Personalized Learning program to parents. The counselor will explain his role in helping the parents and teachers work together to maximize the social and emotional growth of their children.

Parent/Teacher Conferences will be held in the fall and upon request. Workshops to inform parents of ways to help their children in reading, math, writing, child growth and development and test preparation will be held throughout the year.

B. Chesapeake Elementary School will, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate to foster parental involvement by:

- August Open House – Title I and Strategic Plan orientation; introduction to parent involvement opportunities
- Family Nights - Games, activities and/or a field trip to the Clay Center for parents and children
- “Come See How We Learn” classroom visitation– open house for parents to observe how children learn in the classroom. Other classroom observations are scheduled as requested by parents.
- Child Growth & Development – the counselor will prepare materials, videos and other types of information for parents at each of the Family Nights. He will also introduce ways parents can help their children prepare for assessments.

C. Chesapeake Elementary School will educate its teachers, pupil services personnel, 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 schools, by:

- During staff development days, effective strategies will be discussed with all staff members for communicating and working effectively with parents. Part of our PLC time will be spent discussing our Positive Behavior Support program. Staff will be familiarized with the Title I parent involvement policy and parent compacts. Parent workshops will be planned and scheduled for the upcoming school year. The counselor and SAT (Student Assistance Team) chair will review ways to include parents in the referral and intervention process. Our Family Events will foster communication and understanding between parents and teachers.

D. Chesapeake Elementary School will, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First and Parents as Teachers Program, and public preschool and other programs, and conduct activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

- Head Start parents will receive the same weekly newsletter as students in grades K-5. They will also be encouraged to attend meetings such as Open House, PTO, LSIC and Family Nights. Information about these events is sent home to all students in the weekly newsletter. Head Start families will be provided free books twice a year, “Reading Roundup” materials and a brochure entitled “Kindergarten – Helping Your Child Make the Move” at spring roundup. During the second semester, kindergarten teachers will be released to attend IEP meetings to meet the parents and to observe any incoming kindergarten students with special needs. Parents and pre-school students will be invited to visit the new classroom. A transition meeting for the parents of Pre-K students entering kindergarten will be held before spring round up. This meeting will include the Pre-K and kindergarten teachers, counselor, principal and Head Start Family Service worker.
- The counselor will work with the 5<sup>th</sup> grade students throughout the year to prepare them for the transition to middle school. Other transition activities include: a spring meeting at the middle school to enable staff to meet with 5<sup>th</sup> grade students and their parents and information regarding services and materials available through the Parent-Teacher Resource Center will be sent home in the weekly newsletter and brochures will be made available to parents.

E. Chesapeake Elementary School will take the following actions to ensure that information related to the school and parent programs, meetings and other activities, is sent to the 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: Information on school programs and activities, SAT or

special education meetings will be sent to parents in an appropriate and timely manner and in an alternative format based on need or request.

**PART IV. ADOPTION**

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

This policy was adopted by the LSIC on February 15, 2022, and by the staff on April 18, 2022. All parents will be invited to preview and comment on the Strategic Plan and parent policy in the August 2022 newsletters. A copy of the Parent Policy will be sent home with each child. The parent compact was also reviewed and approved by the PTO and staff on the above dates and will be sent home to all parents in August 2022. It will be in effect for the 2022 - 2023 school year.