

Lincoln Elementary School Parent Involvement Policy 2016-2017

The staff and administration at Lincoln Elementary School recognize that it is the school's responsibility to provide high quality curriculum and instruction. We believe that parents are equal partners in the education of their children. This partnership involves meaningful interaction and involvement of school staff, parents and the community. To build upon parent capacity for involvement, we are committed to providing a multitude of opportunities for parental participation. These opportunities include, engaging in a positive and consistent two-way communication in a language that they understand, involving them in the decision making process, and providing them a wide variety of educational opportunities. Through meaningful interaction and involvement of school staff, parents and the community, we can improve and enhance high student academic achievement and social responsibilities.

Lincoln Elementary School's Parent Involvement Policy is developed by involving parents, staff, and the community in an effort to establish an effective home-school partnership. Their input is integrated into our school plan. We aim to communicate with the parents of our Title I school students and provide them with current and timely information regarding school's homework, uniform and discipline policies, attendance requirements, student achievement data, and intervention programs. Parents are constantly informed of their rights and responsibilities, involvement opportunities, and avenues of two-way communication.

Parental Policy Involvement

In order to build consistent, ongoing and effective communication between the home and school, Lincoln Elementary School will hold all meetings in a timely manner and on a regular basis. An annual Title I requirements meeting is held at the beginning of the school year to explain parents' rights in their involvement in the planning, review, and improvement of Title I programs in the school as well as their rights described in the Uniform Complaint procedures. Parents are also informed regarding the multitude of parent involvement opportunities including:

- School Site Council (SSC)
- ELAC/DELAC
- PTA
- Booster Club
- Participation in the annual review of the SPSA
- Planning, reviewing and improving the school's Parent Involvement Policy and Compact
- School Assemblies
- Volunteering at home or school
- Site and District sponsored parent conferences/events

Shared Responsibilities for High Student Academic Achievement

Because parents are key stakeholders in our students' academic achievement, Lincoln School's staff and administration will be proactive in providing student academic achievement progress updates and ways parents can help maximize achievement in a timely manner. With this information and training, parents will be able to have an active role in student academic achievement. Our school will continue to welcome parents, encourage their involvement, show appreciation for their participation, and value their diverse contributions through positive and consistent communication between the school site and families via the following:

- Positive interaction with parents that creates an inviting climate in which Parents feel valued and welcomed.
- Surveying parents regarding their interests, talents, availability, concerns, and other matters relating to the education of their children. Such input helps develop this school's Title I Parent Involvement Policy and is used in the initial staff meeting and throughout the year to learn how the staff can work with parents equal partners in the education of their children.
- Hosting regular and timely monthly morning and evening meetings, Back to School Night and Open House.
- Providing parents timely information about curriculum, District Benchmarks, MAP, DIBELS, Writing Proficiency Assessment, SBAC, CMA, CAPA, and CELDT assessments, and the proficiency level their children are expected to meet.
- Presenting for input and distribution the Title I Parent Involvement Policy and the Parent-School Compact during the first six weeks of school followed by review and discussion during parent-teacher conferences.
- Employing PARENTLINK (automated telephone system), telephone, written notices, monthly newsletters, and reminders to provide clear information to parents of school and district policies, instructional programs, grade level standards, programs and activities within the school, and special events in a language they can understand.
- Posting student data, calendar of events, meetings, programs and services and other activities of interest to parents and community at large in the parent bulletin board, posters, the school web site, and Facebook.
- Parent conferences conducted once a year, with follow-ups as needed
- Trimester report cards and frequent progress reports.
- District's School of Choice Fair

Building Parental Capacity and Accessibility

Lincoln staff and administration empower all parents, including parents of students with limited English proficiency, parents of students with disabilities and parents of students

with migratory status to actively participate in the education of their children by involving them in the advising and decision making process by:

- Providing parents with assistance in understanding the State's academic content standards, assessments and how to monitor and improve the achievement of their children via grade level specific meetings, general parent meetings, parent conferences held, at minimum, twice a year, during Student Study Teams (SST), and at any other parent or teacher requested meeting time.
- Providing materials and trainings to assist parents in understanding topics such as Title I requirements, the state academic content standards, state and local assessments, student achievement data, attendance monitoring, homework completion, and their role in supporting their child's academic progress. These opportunities are offered during ongoing monthly parent meetings, ELAC and SSC meetings, grade level specific meetings scheduled in the early months of the school year and at any other parent or teacher initiated meetings.
- Encouraging their participation in developing, revising, and agreeing on the Parent Involvement Policy and School-Parent Compact, which describes specific ways that school and families share in the responsibility to help children achieve the state's high academic standards, via such venues as parent meetings, ELAC and SSC.
- Providing clear, understandable and accessible processes for influencing decisions, raising issues or concerns, appealing decisions, and resolving problems. Information on these process will be discussed and disseminated during parent meetings, ELAC and School Site Council meetings.
- Informing parents of grade specific standards for students during grade level specific meetings held by teachers at the beginning of the school year and on an as-needed basis.
- Informing parents on homework, uniform, and attendance policies. An agenda is provided at the beginning of the school year where student work is sent home for review and comments.
- Encouraging family participation in setting student goals each year.
- Coordinating and integrating Title I Parental Involvement programs with computer links and programs so that students may use educational programs at home to enhance their instruction.
- Reviewing and discussing results of the parent survey at the initial and during staff meetings to educate staff members about the value of parent contributions and brainstorm and share the ways staff members are recruiting parents as partners in their children's achievement.
- Encouraging school staff to join and support parent groups such as ELAC, PTA, and our parent initiated Booster Club, "Madres Unidas"
- Inviting parents to visit classrooms and encourage them to volunteer and help with on-going academic activities or cultural events.
- Providing support for parental involvement activities requested by Title I

parents by providing access to meeting rooms, supplies and materials, office equipment, technology and facilitating their use of bulletins and newsletters and other means of communication as needed.

- Distributing information related to school and parent programs, meetings and other activities via written communications such as monthly newsletters, flyers, and reminders as well as disseminating information via meetings for parent and staff , ELAC, SSC, PTA.
- Fostering support and ample opportunities for parents requesting meetings with the classroom Teacher, Principal, School Psychologist, and Special Education Staff and Nurse.

Lincoln staff and administration offers a wide variety of educational opportunities as well as community resource information for parents such as:

- Morning and Evening English classes
- Spanish Literacy classes
- Extended access before and after school to library resources such as books and videos in different formats and genres
- Parenting classes for parents of pre-school aged children.
- Parenting classes and workshops (literacy training, using technology, Parent nutrition Classes, Project2Inspire, Raising Highly Capable Students, hygiene and study habits, conflict resolution, information about how to help students improve their academic skills, get help when needed, meet class expectations, and perform well on assessments, etc.)
- Community Referral Services such as
Psychological and emotional counseling
Domestic Violence Prevention Programs
Child Abuse Prevention Programs
Alcohol and Drugs Dependency
Support Groups for families of children with disabilities
GRIP Parent greeting group

