

Longfellow Elementary School 2018-2019 Title I Parental Involvement Policy

Longfellow Elementary School agrees to implement the statutory requirements of **ESSA (Every Student Succeeds Act)** to ensure that the required level parental involvement policies meet the requirements, and each includes, as a component, a school-parent-student compact. Annually, the school will hold a joint meeting with parents to review, update, and adopt the policy. Longfellow Elementary will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in language parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents, students, and the school. The policy will be on file in the school office and posted on the school's website.

Longfellow Elementary School believes that parent involvement is the necessary link to help students meet promotion standards, pass state tests, and add knowledge and value to their daily learning. It is our plan and expectation that parents, students, teachers and staff will work together to support each student's achievement, growth, and success. 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 and at home;*
- *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 and the carrying out of other activities such as those described in ESSA.*

The school will hold an annual meeting in September 19, 2018 to notify parents and students of Longfellow's participation in the Title I program and to inform parents of the requirements of a Title I school and the rights of the parents to be involved. A minimum of four parent involvement meetings will be held each school year. The focus of each meeting will be to involve parents in their child's education, to allow parents opportunities for input in making decisions relating to their child's education, to give input for improvement of parent opportunities to be involved, and to review the school wide Title I plan and use of funds. During the 2018-2019 school year, Longfellow Elementary's Title I funds will be used to provide supplemental services (after school classes, tutorials, materials for tutorials, summer school and supplies for summer school) for the academic success of students at risk for not meeting standards. The school will involve the parents in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent.

On a timely and regular basis, the parents will work with the school to review, plan, and improve programs under the parent involvement policy. Parent input is called for at the four meetings or a parent can schedule an individual appointment with the principal to discuss his or her ideas for improvement of the program and or the schools overall achievement. If the school wide Title I program plan is not satisfactory to the parents, the school will submit parents' comments on the plan to External Funding and revise the plan as advised by the HISD Title I Part A Parental Involvement Program Administrator and other District designees. 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 of ESSA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.

Annually, the school will provide parents with a description and explanation of the state curriculum used in HISD schools, the state and district assessments used to measure student progress and the proficiency levels students are expected to meet. HISD promotion standards are disseminated annually to parents and copies are available at the school as well as on the HISD website. In addition to meeting standard on HFWE, and state tests, HISD uses student grades (70 and above). The school will provide each parent an individual student report regarding their child's performance on the state STAAR test by the end of May. An explanation of the test and scoring is sent home to parents with the individual student scores.

Ongoing communication between the school and parents is essential to a student's academic success. Parents are urged to volunteer in the school, participate in their child's school activities, and observe their child's classroom. Parents are encouraged to regularly and frequently communicate with their child's teacher regarding their child's progress in school/ Report cards are distributed quarterly (every 9 weeks) and progress reports are sent home every 4 – 5 weeks. At progress report time, report card time, and as needed, parents are encouraged to schedule a conference with the teacher or a school administrator to discuss their child's progress and how they can best support their child's education at home.

In addition to the Parent Involvement Policy, the school and parents will jointly develop a School-Parent-Student Compact that outlines how parents, the school faculty and staff, and students will share the responsibility for improved student academic achievement. The Compact will include the means by which the school and parents will build and develop a partnership to help students achieve the State's high standards. The Compact will:

- describe the school's responsibility to provide a high-quality curriculum and instruction which, in an effective learning environment, enables students to meet the State's high achievement standards (STAAR);
- list ways in which each parent will be responsible for supporting their child's learning;
- define ways in which parents will participate, as appropriate, in decisions relating to the child's education and use of extracurricular time.

The school will build capacity for involvement to support a partnership among the school, parents, and the community to improve student academic achievement by implementing the listed required policy activities. The school will:

- assist parents in understanding the TEKS, STAAR, and the district's and school's assessments and how to monitor their child's progress, and work with the school to improve their child's achievement;
- provide materials and trainings to help parents work with their children at home;
- as a part of professional development, train teachers and staff in the values and utility of the contributions of parents and how to best communicate with and work with parents as equal partners;
- to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other programs such as Head Start.

- ensure that all information related to school, district, and parent programs and meetings is sent to the parents in a format and, to the extent practicable, in their home language and in a language level that the parents can understand;
- provide reasonable support for parental involvement activities such as the parent resource center.

The school will build capacity for involvement to support a partnership among the school, parents, and the community to improve student academic achievement by implementing the *optional* policy activities. The school:

- **may** involve parents in the development of training of teachers, principals, and other educators to improve effectiveness;
- **may** provide necessary literacy training from funds received under this part if the school district has exhausted all other reasonably available sources for funding;
- **may** pay reasonable and necessary expenses associated with local parental involvement activities as child care, and transportation to enable parents to participate in school related meetings and trainings;
- **may** train parents to enhance the involvement of other parents;
- **may** arrange school meetings at a variety of times, or conduct in-home conferences/visits with parents who are unable to attend conferences at school;
- **may** adopt and implement model approaches to improving parental involvement;
- **may** develop appropriate roles for community-based organizations and businesses in parental involvement activities.

Longfellow Elementary strives to promote parental engagement and involvement on a school-wide level through the following committees, organizations, and activities:

- Parent/Student/Teacher Conferences- scheduled at grade reporting times and as needed
- Classroom Observations-at request of parent
- All school- Magnet Specialty Courses during the school day
- Leopard's Den After School Program, Magnet Fine Arts enrichment, and interest area clubs
- Before/After School Tutorials-Reading, Language Arts, Math, Science, Accelerated Reader,
Parent/Community Correspondence: Home Communication Folder (Thursdays), Letters to Parents, Monthly Calendar, EdConnect phone messages, email, Newsletter, Class Dojo, Marquee, and Website www.LongfellowHISD.com
- Parent/Teacher/Community Committees and Organizations: PTA, PAC, LPAC, SDMC, Neighborhood Civic Clubs, Neighborhood Churches
- Parent/Teacher Resource room
- Student Mentoring program, 7 Habits
- Junior Achievement
- Parent Volunteers during school day, field lessons, and for school events
- Parental Involvement Day-information of how to get involved
- School Community Events and Projects: District and Area Activities, School Events and Projects: Open House, Festivals, Celebrations, and student performances
- Appreciations/Recognitions

- Title I Parent Workshops/Parent Days (Family Literacy, Reading/Language Arts/Math/Science, Homework Help)
- Title I Parental Involvement Policy/School Compact Committee/PTA meetings

Longfellow Faculty, Staff and Parents will work together engage and support parental involvement. The “School/Parent/Student Compact” explains how parents, school staff, and the students will each share responsibility for each student’s academic success. Both the “Title I Parental Involvement Policy” and the “School/Parent/Student Compact” are developed, reviewed, and adopted with parents of participating Title I students.

All activities will be in compliance with the Houston ISD School Board Parental Involvement component, and the Texas State Department of Education. Parents are requested to participate in all areas of parental engagement and involvement established by the school. School and district information is sent home in the parent’s home language. We ensure that parents with disabilities have the opportunity to participate by providing handicapped access to our building. Interpreters and other modifications are provided as needed.

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

The policy will be adopted by HISD school, Longfellow Elementary on September 28, 2018 and will be in effect for the 2018-2019 school year. The school will distribute this updated policy to all parents of participating Title I, Part A children on or before September 28, 2018.

Katherine Keafer, Principal