

**Benbrook Elementary**

*"Where Children Come First"*

4026 Bolin Rd.

Houston, TX 77092

713-613-2500

## **School Parental Involvement Policy**

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

The **Benbrook Elementary** agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. (**See Enclosure**)
- 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 policy 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 (school district).
- The school will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.
- 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 other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

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- 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 play 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.*

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

- The **Benbrook Elementary** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
  - Discuss with parents school parent involvement plan during open house meeting.
  - Discuss during PAC meeting parent involvement plan and collaborate with parents to create a comprehensive involvement plan.
  
- The **Benbrook Elementary** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
  - Send notifications regarding federal NCLB report card.
  - Send newsletters to communicate school and student performance.
  - A PTO committee maintains the connection between parent involvement and the school.
  
- The **Benbrook Elementary** will 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 convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:
  - Sending parents notifications of title I meetings within a reasonable time.
  - Incorporate student activities to increase parent involvement for annual meeting.
  - Title I annual meeting will be held after school at 5:30 P.M. to increase participation.
  
- The **Benbrook Elementary** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:
  - Send notification regarding academic assessments students will be receiving and send notification regarding results.
  - Progress reports

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- Report cards
- District and state required notification of assessments.

The **Benbrook Elementary** will at the request of parents, provide opportunities for regular meetings 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 practicably possible by:

- Setting up scheduled meetings for parent to meet with teachers and discuss decisions about the education of their children.
- Schedule student performances throughout the year and provide an opportunity for parent to be informed on performance data of students. Furthermore, provide an opportunity for suggestions regarding students' education.
- Have PAC meetings and encourage suggestions regarding decisions on education and provide options for interventions.

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- The **Benbrook Elementary** will 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 Regulations (67 Fed. Reg. 71710, December 2, 2002) by:
  - Sending a letter to parents that teacher is not highly qualified.
  
- The **Benbrook Elementary** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --
  - 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 Part A,
  - how to monitor their child's progress, and
  - how to work with educators:
    - Literacy workshops for k-5<sup>th</sup> grade for parents.
    - Saturday tutoring for students that are struggling to meet standards for local and state assessments.
    - Provide after school tutorials for grades k-5<sup>th</sup>.
    - Provide materials and online programs for math and reading to improve student academic performance.
    - Hire academic tutors for struggling students.

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- The **Benbrook Elementary** 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:
  - Provide IXL math website to help improve math scores.
  - Provide literacy training for parents with students in grades k- 5<sup>th</sup>.
  - Provide materials in reading and math during math, reading, and science literacy nights to improve academic achievement.
  
- The **Benbrook Elementary** will, with the assistance of its 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 schools, by:
  - Providing parents an opportunity to communicate with teachers via email.
  - Provide a website that includes teachers email address information.
  - Telephone conferences during teacher planning times.
  - Written notifications in Spanish and English.
  
- The **Benbrook Elementary** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, and 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:
  - Providing opportunities for parents to visit the school during planned teacher parent meeting to encourage parents to participate in the education of the students.
  
- The **Benbrook Elementary** will 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:
  - Provide all documentation in Spanish and English.
  - Provide school information in other languages upon request.

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**PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- 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;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;

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**PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by

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This policy was adopted by the **Benbrook Elementary** on and will be in effect for the period of 2015-2016. The school will distribute this policy to all parents of participating Title I, Part A children on or before **December 11, 2015**.

\_\_\_\_\_  
*(Signature of Authorized Official)*

\_\_\_\_\_  
*(Date)*