

Commerce City Schools
Parent Involvement Policy

2011-2012

Revision Date 7/19/11

The Commerce City Board of Education affirms and assures the rights of parents and teachers of children being served in activities funded by Title I, Elementary and Secondary Education Act of 1965 (ESEA) opportunities to participate in the design and implementation of these activities. All parents and teachers of eligible Title I children will be invited to an Annual Public Meeting held prior to the start of school each year. The annual public meeting will provide an opportunity to those parents and teachers to have input into the design and implementation of the Title I Project and provide parents an opportunity to establish mechanisms for maintaining ongoing communication among parents, teachers, and agency officials. Additional activities held periodically during the school year may include, but are not limited to, the following:

1. Notify each child's parent of the results of the annual school review of adequate yearly progress (AYP) for parental input opportunities on the school improvement plan.
2. Notify parents that a school has been identified for school improvement, corrective action, or restructuring.
3. Reporting the child's progress to the parents.
4. Providing information concerning the Title I Program.
5. Parent-Teacher conferences at PTO meetings and Open House held at the schools.
6. Parent questionnaires for providing input in future program development.
7. Dissemination of evaluation results and school report card.
8. A school-parent compact.
9. Provide home activities to reinforce learning.
10. Notice must be "in an understandable and uniform format and, to the extent practicable, in a language the parents can understand."
11. Provide parents information on the professional qualifications of their child's teacher at the beginning of each school year.
12. Receive timely notice if their child is being taught by a teacher who is not highly qualified for four or more consecutive weeks.

13. Collect all parents' comments regarding school plans.

Parents and teachers shall annually assess the effectiveness of the parental involvement program and determine what action needs to be taken, if any, to build the capacity of parents to help their children achieve high standards.

Parental Involvement Plan Details

Commerce City Title I will invite parents to an annual public meeting held prior to the start of the school year to participate in the design of the Local Educational Agency (LEA) plan.

An annual written survey will be conducted to involve parents in the process of design, review, and improvement of the Title I program. Each local school will provide opportunities for parental input as it reviews the parental involvement plan. Parent compacts are part of the Parental Involvement Plan.

The Title I Coordinator will offer assistance in planning and implementing effective parent involvement programs. Title I will collaborate with other programs such as Early Intervention Program (EIP), counselors, Parent Teacher Organizations (PTO), Lottery Pre-K Program, and Homeless to integrate parental involvement strategies and programs.

The parental involvement policy will be reviewed annually by parents and teachers. Schools will analyze the effectiveness of the policy in increasing participation of parents through numbers of conferences, attendance at parent functions, and increased student achievement.

If barriers to participate are identified, strategies will be enlisted to break down the barriers. As a result of teacher and parent suggestions, new strategies or policies will be revised as needed to provide greater participation of parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy or any racial or ethnic minority.

Parents will be involved in the planning, review and improvement of the Title I Program, plan, and design of programs in such ways as:

- Surveys
- Conferences
- Annual Meeting
- PTO Meeting
- Parent Compacts
- School Council

Information and assistance concerning Title I will be addressed through items such as: parent letters, conferences, phone calls, parent visitation, and Open House. Sharing student performance and assessment through:

- School Report Card
- Student Report Card
- Progress Reports
- Test Results Reports/Conferences

Reviewing school curriculum through:

- PTO Meetings
- Explanation of Testing & Results
- Online curriculum maps

Promoting two-way communication through:

- Orientation Meeting
- Conferences
- Phone Calls
- Questionnaires
- Newsletters
- Parent Visitation
- Parent Compacts
- E-mails

Having parents help their children through:

- Take-home packets
- Parent flyers
- Incentive Reading Program
- Summer Packets

Providing parents with materials and training to help them work with their children and to coordinate literacy training through opportunities such as:

- Parent Workshop Sessions
- Take-Home Materials
- Parent Flyers
- Family Nights

To the extent possible, we will provide information to Limited English Proficient (LEP) parents in a language the parents understand and provide opportunities for these parents to participate by:

- Providing an interpreter for meetings
- Providing transportation to meetings
- Providing written communication in the language parents can understand

Commerce City Schools will reserve not less than 1 percent of our allocation to carry out parental involvement activities. An LEA shall provide assistance to participating parents in such areas as understanding the:

- National Education Goals
- State's content standards and student performance standards
- School Improvement process
- Components of a school-wide program, if applicable
- Components of a targeted assistance program, if applicable
- State and local assessments
- Requirements of Title I Parental Involvement
- Ways parents can monitor their children's progress and work with educators to improve the performance of their children.
- Ways parents can participate in decisions relating to the education of the children.