

**John Brown Elementary
School Level Parent Involvement Plan
For
2017 – 2018**

To facilitate meaningful parent involvement in our school we will:

1. Hold annual Parent Advisory Meetings:

At John Brown Elementary the Title 1 teacher, principal and assistant meet monthly with the Parent and Teachers United (PTU) group. The first two to three items on the agenda are to gain feedback from parents on involving parents in our school. Together the PTU and staff members plan involvement activities, review student achievement data, and provide feedback about school policies etc.

2. Annually review our District Parent Involvement Policy and our School Parent Involvement Plan:

John Brown Elementary will review the district policy for Title I Parent Involvement. We will discuss the information, provide explanation, and review the school's implementation of the requirements. We will also review the school level Parent Involvement Plan. The plan will outline how the school will work with our parents throughout the school year. It will clearly establish when and how parents can be involved in the school and the Title I program.

3. Annually review the Schoolwide Title I School Compact:

John Brown Elementary will review and discuss the components of the compact. The compact will list the responsibilities of the student, parent/caregiver, classroom teacher, and school administrator. All parents will be annually provided copies of the parent/school compacts at the start of each school year in the school Student Handbook. The Spring Parent Advisory meeting will allow time for parents to review and possibly revise the current Parent/School Compact.

4. Annually review and discuss School Parent Involvement Money:

Review budget for the year and discuss last year's use of parent involvement money. Discuss and agree on best use of this year's parent involvement funds. Review the use of the current year and evaluate effectiveness and future needs. Funds will be used to increase parent involvement in the school, increase knowledge of our parents about their child's education and

opportunities for growth within the school, and support parents to increase their skills in working with their children.

5. Annually review the use of Title I funds and evaluate the use of these funds:

Each year, explanation of the use of Title I funds will be given to parents at the district and school level Parent Advisory meetings. Discussion will occur and parents will be given opportunity to discuss the effectiveness of the use of these funds within the Title I program, staff development conducted throughout the year, and all parent involvement activities provided during the school year.

6. Facilitate regular, meaningful two-way communication with our families:

The staff at John Brown Elementary will hold an annual meeting for parents to explain Title I and what it means to them as a parent and to their student. The right for parents to be involved in the school and in their child's education will be reviewed. This will be done at our Back to School Night in the fall and continuously through school and classroom level communication throughout the year. The school will also offer this information at meetings held at various times throughout the year. Opportunities for explanation of their child's curriculum, student progress measures, and proficiency levels students are expected to meet within the classroom and on state assessments will be provided. Parents will be provided information about their child's progress during teacher-student conferences and during other informal conferences throughout the school year. Staff will demonstrate a willingness to work with parents to partner in their child's education. The school will ensure that information related to school and parent programs, meetings, and other activities is sent to parents in a timely manner and in a format and, to the extent possible, in a language the parents can understand, and provide reasonable alternate formats as requested.

7. Build the capacity of parents to support their children's learning:

John Brown Elementary will provide materials and training to help parents to work with their children to improve their children's achievement and growth during the school year. Classroom teachers will explain ways in which parents can support learning in the home through classroom newsletters and through conferencing. Parent resources will be included in monthly school newsletters to provide development of parent/child work at home. It will be clearly explained to parents about how to access online grades where appropriate. Use of technology at home to enhance learning and help with homework expectations will be explained and support offered to all parents in the fall and throughout the school year.

8. Coordinate and integrate the school's parent involvement programs with early childhood programs in the community and in the school:

To the extent feasible and appropriate, the principal, Mr. Asher and special education teacher(s) will work with the Lakeland preschool program, local preschools, and Head Start to conduct activities and encourage and support parents in more fully participating in the education of their children. Parents within Lakeland's preschool program will be invited to a transition team meeting where the upcoming parent involvement activities will be explained. Each year, district staff, including the Title I director, will meet with parents at Head Start to explain the transition into kindergarten, expectations during the kindergarten year, and to answer any questions about this important time in their children's lives. A kindergarten handbook is available for all parents of students entering the Lakeland Kindergarten program and is shared with local preschools and the Head Start program. Lakeland's district level kindergarten team meets throughout the year during regularly scheduled district level collaboration times with a principal/leader to discuss kindergarten issues including the involvement of parents and the outreach to preschool families. John Brown Elementary participates in sending information out to parents to engage them in our partnership with United Way of North Idaho to participate in Ready! For Kindergarten. This program is free to parents who want to help prepare their preschool aged children for a successful school experience with a focus on language and literacy. Through the leadership and trained educators arranged by United Way, parents meet three times throughout the school year and gain instruction and free, engaging materials to take home to help educate their children. Free childcare is provided as well as dinner at each scheduled event.

9. Build the capacity of school staff to work with parents:

John Brown Elementary keeps at the forefront, the responsibility we have to partner with our families to help ensure the most success for each of our students. All staff in our Schoolwide Title I school are Title I staff expected to engage parents and make them feel welcome in our school community. All ideas for involving our parents are encouraged and explored. Many teachers at JBE include daily communication strategies for parents who ask or for students with needs for this kind of involvement. Our kindergarten teacher is a strong, first partner to our families. Beyond making herself available at all times, she takes her students out to meet parents who pick up their children and is available for conversation daily. Our special educator sends daily notes home to parents and most staff offer communication through a Homework Folder or Agenda. Our PTU purchases these folders and agendas for us annually through their funds because the feedback about the usefulness is so strong.

10. Dissemination of student academic assessment results:

John Brown Elementary provides to individual parents information on the level of achievement of the parents' child in each of the state's required academic assessments (IRI and ISAT) along

with information to explain the assessment and interpretation of the data. Dates for dissemination are:

- Fall IRI** This state assessment is given to K-3 students in September. Results are sent home with an explanation of the assessment and the proficiency levels expected for that grade. As applicable, an explanation of a student's right to participate in the Extended Reading Program is also supplied at this time. This program, by law, requires all students who receive a "1" on the IRI to be offered 60 hours of focused intervention throughout the year. Students who receive a "2" will receive 30 hours of focused intervention throughout the year. Parents will be invited to have input in the Literacy Plan created for the child and progress will be explained throughout the year. Parents will also be given materials to help support learning at home and access to our Title I teacher will be explained as the program supports those learners.
- Winter IRI** Although this assessment is not required by the State, Lakeland schools administer a "like" assessment and report to parents.
- Spring IRI** Given in late April or early May to students in grades K-3. Results are sent home.
- ISAT** This state assessment is given to students in grade 3-6. It covers ELA, Math, and for fifth graders, science. Results are disseminated along with a brochure of explanation of results provided by the State.