

**New Manchester Elementary Schoolwide
Parental Involvement Policy
School Year 2016-2017**

Part I. General Expectations

The New Manchester Elementary School agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will ensure that the required school level parental involvement policy meets the requirements of section 1118 of the ESEA, and includes, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- 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 funds reserved under this part are spent for parent involvement activities. 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 parental involvement activities under section 1118 of the ESEA in the areas of improving student achievement, child development, child rearing and additional topics parents may request.
- 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, meaningful communication involving student academic learning and school activities including ensuring:

- (A) Parents play an integral role in assisting their child's learning;
- (B) Parents are encouraged to be actively involved in their child's education at school;
- (C) 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.

Part II. Description of How Schools Will Implement Required School Parental Involvement Policy Components

1. The New Manchester Elementary School shall take the following actions to involve parents in the joint development and review of its school parental involvement policy under section 1118 of the ESEA:

At the first schoolwide annual meeting of the year the Parent Involvement Policy will be discussed with parents. At the following meetings throughout the year suggestions and concerns from parents will be addressed through discussion at Parent Involvement Activities and evaluation surveys.

2. The New Manchester Elementary School shall take the following actions to involve parents in the process of planning, joint development of the program, review and improvement of programs under Title I Part A of the ESEA :

During schoolwide planning meetings parents will be informed of current academic activities within the buildings. Parents then can review, critique and make suggestions to the Title I program.

3. The New Manchester Elementary School shall 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 invite all parents of children participating in Title I, Part A programs to this meeting.

At the beginning of each school year, our school will hold an Open House and Annual Meeting for all parents. Parents will be informed about the Title I Schoolwide Program and the many opportunities and services provided for students and parents. They will also be given information concerning discipline policies, homework policies, school rules, programs operating in the school, National Education Goals and State Standards, opportunities for parent involvement-volunteering, along with classroom visitations.

4. The New Manchester Elementary School shall 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.

These items will be explained, reviewed and discussed through the following methods: LSIC, Annual Meeting, Open House, Schoolwide Title I/Curriculum Team/Teachers meetings, School Assistance Team meetings, PTA meetings, parent/teacher conferences, and parent trainings.

5. The New Manchester Elementary School shall, at the request of parents, provide opportunities for regular meetings, held at flexible times, 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:

The school will conduct parent/teacher conferences, Title I sponsored activities, and student assistance team meetings to provide parents the opportunity to make appropriate decisions related to their child's education. These suggestions will be carried out as mutually agreed upon at these meetings.

6. The New Manchester Elementary School shall provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

Each parent will be mailed an individual student report of their child's results.

7. The New Manchester Elementary School shall 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):

All New Manchester Elementary School staff members are highly qualified.

8. The New Manchester Elementary School shall provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described below:
 - 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 Title I Part A,
 - how to monitor their child's progress, and
 - how to work with educators:

Parent-Teacher Conferences to explain test results, School Open House, informal parental contacts, individual parental mailings, and County/School Report Cards will be used to inform parents regarding content standards, achievement assessments, and student led conferences to view and discuss individual student data binders, and Edline.

9. The New Manchester Elementary School shall provide materials and training to help parents work with their children in the areas of improving student achievement, (including literacy training and using technology) child development, child rearing and additional topics parents may request.

The Title coordinator will work with the principal and Title I teacher in helping parents improve student's academic achievement via training. Parents will be involved in previewing and selecting resource books, videos, brochures which other parents might find useful.

10. The New Manchester Elementary School shall, with the assistance of its parents, educate its teachers, pupil services personnel, principal 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:

Our staff conducts staff development training for relationships with parents throughout the school year. Our LSIC holds meetings throughout the year in order to bridge the relationship between teachers and parents. Our NMES Faculty has two representatives on the PTA executive committee. Teachers also attend workshops and training sessions to enhance their skills to assist parents and students.

11. The New Manchester Elementary School shall, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Even Start, 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:

Booklets will be given to parents for use with their pre-K child in introducing skills needed in reading for kindergarten. Training will be given to Pre-K parents on how to provide instruction in phonemic awareness activities and language skills through every day play, communication, and daily life experiences.

12. The New Manchester Elementary School shall 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:

All school notices will be translated and sent home with LEP students.

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;
- 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;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council(LSIC), to provide advice on all matters related to parental involvement in Title I, Part A programs;

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 agenda and minutes of the schoolwide planning committee meeting. This policy was adopted by the New Manchester Elementary School on May 25, 2016, and will be in effect for the 2016-2017 school year. This policy will be sent home with all students on or before September 15, 2016.

Cynthia R. Virtue
(Signature of Authorized Official)

May 25, 2016
(Date)