

## **Title I School Parent Involvement Policy Henry Houck Elementary School**

The staff at Henry Houck Elementary School recognizes that parent involvement increases the opportunities of student success. Therefore, the staff welcomes and encourages the participation of parents in their child's education to enhance this success. It is our policy to foster and maintain ongoing communications with parents concerning opportunities to become involved, the eligibility for special programs, and their child's educational progress. It is also our policy to provide information to parents that is understandable including materials translated into their primary language upon request.

In order to build an effective partnership with parents, the staff at Henry Houck Elementary School along with Title I parents have developed the following parent involvement policy:

### **Communication:**

Ongoing communication that provides information about Henry Houck's curriculum, state and local assessments, the measurement of individual progress, the Intervention program and how students are selected for Intervention services will be provided to parents through:

- 📖 Back to School Night/Open house
- 📖 Classroom newsletters
- 📖 Home, phone, or letter conferencing
- 📖 Meetings held at various times to include topics such as educational websites, motivating students to read, educational games, etc.
- 📖 PFO meetings
- 📖 Parent-Teacher conferences held in October and January or upon request
- 📖 Personal contact by phone, email, or letter
- 📖 Report cards distributed to all students
- 📖 School handbook
- 📖 Communication by classroom teacher on a regular basis
- 📖 Websites
- 📖 Social Media updates

In November & March a conference will be held with each parent to discuss the progress of their child, individual student assessments, proficiency level as well as the expectations of individual's grade level, and other concerns of parents and teachers. The School-Parent Compact was designed by Henry Houck staff and parents to outline how responsibility for learning will be shared. The compact will be reviewed annually and updated as needed. Additional scheduled conferences will be held with parents of students who continue to struggle.

## **Opportunities for Involvement/Volunteering**

Parents will be encouraged to participate in school events and volunteer in activities such as:

- 📖 Classroom visitations and observations;
- 📖 Meet and Greet/Open House;
- 📖 Participation in schoolwide Comprehensive Plan Committee;
- 📖 Reading to small groups or individual students;
- 📖 PFO meetings and activities;
- 📖 Race for Education;
- 📖 School assemblies;
- 📖 Student programs and projects such as music concerts and Field Day (Dates to be announced);
- 📖 Jump Rope/Hoops for Heart
- 📖 Parent Literacy Nights;
- 📖 Annual Carnival;
- 📖 Book Fairs;
- 📖 Education Week Breakfast
- 📖 Spelling Bee.

Surveys of parent activities will be conducted twice annually to collect opinions, concerns and suggestions will be used to improve activities and develop topics for meetings that meet the needs of parents. The results will also be used when planning the Intervention Program for the next year.

## **Parent Training and Support**

The following opportunities and materials will be offered to help provide parents with techniques and strategies they may use to improve their child's academic success and assist their child in learning at home:

- 📖 Include suggestions in classroom newsletters for ways to work with your child, interesting books to read, games, websites, articles of interest, educational gifts.
- 📖 Invitation to the Lancaster-Lebanon IU #13 Annual Parent Convention.
- 📖 District Family Night Out programs.
- 📖 Parent Literacy meetings with Title I teachers.

## **Community Outreach/Collaboration**

The staff and families at Henry Houck Elementary School will seek ideas and suggestions with community-based organizations and will coordinate parent involvement opportunities with such programs

- 📖 Promote family activities sponsored by Lebanon Valley Family YMCA.
- 📖 Lincoln Intermediate Unit #12 Migrant Family services.
- 📖 21<sup>st</sup> Century Community Learning Center activities.
- Mc Teachers Night @ the local McDonalds.
- Skate Night @ Mt. Gretna. (twice a year)

## **School Decision Making/Advocacy**

Parents will be involved in the planning, review and improvement of school programs by participating in the following committees:

- 📖 Parent Teacher Committee
- 📖 Schoolwide Title I Planning Committee
- 📖 Comprehensive Plan Committee

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Signature of Principal

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Date

The following parents assisted in the development of this policy: