

School Parental Involvement Policy/Parent Compact

NOTE: All guidance comments will be blue/ italicized throughout these documents. Please maintain a clean copy of this original guidance for your records.

La Academia Dolores Huerta Parental Involvement Policy SY 2012- 2013

GENERAL EXPECTATIONS

La Academia Dolores Huerta agrees to:

- Be governed by the following statutory definition of parental involvement, under ESEA Title 1, Part A regulations, 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---

- 1. that parents play an integral role in assisting their child's learning*
 - 2. that parents are encouraged to be actively involved in their children's education at school*
 - 3. that parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children*
 - 4. the carrying out of other activities such as those described in the regulation.*
- Involve the parents of children served in Title 1, Part A in decisions about how Title 1, Part A funds reserved for parental involvement are spent through the development of the EPSS process.
 - On an annual basis, jointly develop, implement, evaluate and revise with parents the school parental involvement policy and distribute it to parents of participating children and make available to the local community.
 - Inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in New Mexico.
 - If the EPSS for Title 1, Part A, is not satisfactory to the parents of participating children, submit parent comments with the EPSS when the school submits the plan to the local educational agency.
 - Provide to each parent an individual student report about the performance of their child on the New Mexico Standards Based Assessments (NMSBA) in at least mathematics, language arts, reading, and science.

- 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.
- Provide each parent timely notice information regarding the professional qualifications of student’s classroom teachers and paraprofessionals.

GUIDELINES FOR POLICY INVOLVEMENT

La Academia Dolores Huerta agrees to:

1. Convene an annual meeting at a time convenient for parents of participating children:
 - All parents shall be invited and encouraged to attend
 - The school will provide information and explain the requirements of Title 1 and the rights of parents

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
Title I annual meeting to invite parents	Principal	8/23/12	Spanish/English powerpoint	-Parent sign-in sheet -Powerpoint handout

2. Offer a flexible number of meetings and may provide with Title 1 funds, transportation, childcare, or home visits, and such services related to parental involvement:

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
Title I annual meeting to invite parents	Principal	8/23/12	Spanish/English powerpoint	-parent sign-in sheet -powerpoint handout
Parent/Teacher conferences	Principal	10/24 thru 10/26	Spanish/English meetings with teachers	Parent sign-in sheet
Home visit	Principal	9/21/12	Went to meet with parent re a student’s academic	-student will be evaluated at school through short cycle

			progress	assessments, NMSBA, IPT and other assessments
Student drop-off and pick-up procedures	Principal	8/23/12	Spanish/English meeting with parents	Parent sign-in sheet

3. Involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title 1 programs. This should include the joint planning, review, and improvement of the school parental involvement policy, compact and EPSS.

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
Title I after-school programs	Principal	8/23/12	Spanish/English meeting with parents	Sign-in sheet
Student compacts	Principal	9/27/12	Spanish/English meeting with parents to complete compact	Sign-in sheet
School parental involvement policy	Principal	9/27/12	Spanish/English meeting with parents	Sign-in sheet

4. Provide parents of participating children:

- Timely information about the Title 1 programs
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
- Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
School parental involvement policy	Principal	9/27/12	Spanish/English meeting with parents	Sign-in sheet

Student compacts	Principal	9/27/2012	Spanish/English meeting with parents to complete compact	Sign-in sheet
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GUIDELINES FOR BUILDING CAPACITY FOR INVOLVMENT

La Academia Dolores Huerta will take the following actions to:

1. Provide assistance to parents in understanding such topics as:
 - New Mexico State Standards and Performance Benchmarks
 - District academic assessments including alternative assessments
 - The requirements of Title 1, Part A
 - How to monitor their children’s progress
 - How to work with educators to improve the achievement of their children

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
Open House	Principal	9/12 and 9/13	Provided parents with handouts explaining state standards and performance benchmarks, short cycle and district assessments, requirements of Title I - Part A, parent guide to help parents monitor their children’s progress and suggestions to work with educators to assist their children.	Sign-in sheet, Parent Guide and other documents
Student Compacts	Principal	9/27/12	Spanish/English meeting with	Sign-in sheet

			parents to complete compact	
Parent Guide	Principal	On-going	guide to help parents support their children	Sign-in sheet
Finance workshop for parents	Principal	October 23, 2012 at 6pm	Norma Roberts from Tierra del Sol	Sign-in sheet and handout
School Newsletter	Principal/others	On-going	Distributed to students to take home	Newsletter sample
Title I annual meeting to invite parents	Principal	8/23/12	Spanish/English powerpoint	-parent sign-in sheet -powerpoint handout

2. Foster parental involvement by providing materials and training, such as literacy training and using technology, as appropriate, to help parents work with their children to improve their children's academic achievement.

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
ALEKS math program	Principal, Mr. Chapman and Mr. Lopez	Throughout the year	The teachers will create an account for students so they can use the program at home	In-house assessments, state and district assessments

3. Educate teachers, student services, personnel, principals, and other staff on the value and utility of contributions of parents, and in how to reach out to and communicate and work with parents as equal partners.

Actions should include how to implement and coordinate parent programs and build ties between parents and schools.

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)

				be measured)
Finance workshop for parents	Principal	October 23, 2012 at 6pm	Norma Roberts from Tierra del Sol	Sign-in sheet and handout

4. Coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home (to the extent feasible and appropriate). *Possible programs include Head Start, etc.). The school's program must help teachers, principals, and other staff work well with parents. The school will also develop other activities, such as parent resource centers, regional parent centers, that encourage and support parents in more fully participating in the education of their children.*

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
Finance workshop	Principal	October 23, 2012 at 6pm	Norma Roberts from Tierra del Sol	Sign-in sheet and handout

5. Ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of participating children in a format and language the parents can understand.

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)

6. Provide reasonable support for parental involvement activities as parents may request.

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)
Title I informative session	Principal	8/22/12	Meeting with parents	Sign-in sheet and agenda

GUIDELINES TO PROVIDE ACCESSIBILITY

In carrying out the parental involvement requirements of this part, **La Academia Dolores Huerta**, to the extent practical, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including information and school reports in a format and to the extent practical, in a language such parents can understand.

**One activity per row*

Activity/Task* (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Steps (How it will be done)	Evidence & or Evaluation (How success will be measured)

ADOPTION OF POLICY

This **Name of School** Parental Involvement Policy has been developed/revised jointly with, and agreed on with, parents of children participating in Title 1 programs, as evidenced by meeting minutes.

The Parental Involvement Policy was developed/revised by **Name of School** on **(date)** and will be in effect for the period of the school year.

The school will distribute this Parental Involvement Policy to all parents of participating Title 1 children and make it available to the community on or before **(date)**.

Signature of Principal

Date

These parents were involved with the development of this document:
(List parents or attach sign in sheets.)