

Harrisonburg City Public Schools

**Title I School-Wide Parent Involvement Policy
Waterman Elementary School
2016 – 2017**

Statement of Purpose

Waterman Elementary School is committed to providing quality education programs and establishing high levels of performance for all children. Title I law requires that each school develop jointly with parents a policy which describes how the school intends to comply with the requirements of this law. The following policy was developed by the school's Community Advisory Council and will be distributed to all parents in a language they can understand. Currently our policy is translated in Spanish, Russian, Arabic and Kurdish. The policy is revised annually based on the results of the Title I Survey done each spring. Because parent involvement and support are essential components for each child to be successful, the school is committed to establishing a home-school partnership to ensure academic success for every child.

Part I: Policy Involvement

Waterman Elementary School will:

Convene an annual meeting;

Waterman Elementary School will hold an annual Title I Meeting no later than the last week in November, 2016. The purpose of the meeting is to review the Title I Plan and the Division and School Parent Involvement Policies. Waterman ensures parent attendance by involving the students in performances which showcase literacy activities.

Offer flexible meeting times and varied activities designed to support and encourage the involvement of all parents;

Waterman Elementary ensures the involvement of all parents by offering the following:

- Attendance incentives/refreshments
- Student Performances
- Book Fairs
- Field Trips
- Literacy Nights
- Math Night
- STEM Night
- Open House/Back to School Night
- Classroom Visitations
- Student/Parent Book Store

- Rosetta Stone
- Parent Teacher Conferences
- Comite Latino
- Orientation/Information Opportunities
- Music Night

Involve parents in planning, reviewing, and improving the Title I program, including the School and District Parent Involvement Policy;

Waterman Elementary will ensure the involvement of parents in planning and reviewing the Title I program by;

- Reviewing results of the Title I Survey
- Revising the policy based on survey results
- Encouraging parents to participate on the CAC (Community Advisory Council)
- Encouraging parent participation in PTO (Parent Teacher Organization)
- Participating in Correlate Committees

Provide timely information about the Title I Program, the academic curriculum, assessments used to measure progress, grade level expectations, and opportunities to interact with teachers regarding the education of their children;

Waterman Elementary will ensure that parents receive information in a timely way through;

- Newsletters – Classroom and school -wide
- Report Cards – Provided in English and Spanish
- Interim Reports
- Parent Conference Days – Interpreters provided
- Inclusion of important information in the report card envelope
- Individual Teacher Websites
- Friday Folders
- Robo Calls
- Parent Information “Fact Sheet” explaining assessments (PALs, SOL’s etc...)
- Emailing information to parents
- Texting information

Inform parents if their child has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified as defined by the Title I law;

It is the responsibility of the Director of Human Resources for Harrisonburg City Schools to inform parents by letter if this situation exists at Waterman or any other school in the district.

Part II: Shared Responsibilities for High Student Academic Achievement

Waterman Elementary School will develop jointly with parents and teachers a School/Parent/Student Compact. The compact will outline ways in which the parents, school staff, and students will work together to ensure high academic achievement.

Parents, students, and teachers at Waterman Elementary School sign a Parent/Teacher/Student compact each year. This compact is;

- Developed jointly by the CAC which includes parents, teachers, and administrators
- Placed in the School Handbook
- Revised annually
- Translated in Spanish, Russian, Arabic and Kurdish

Part III: Building Capacity for Involvement

Waterman Elementary School and Harrisonburg City Public Schools will:

Provide information and assistance to parents regarding the state and local academic standards and assessments;

To ensure that parents are informed about academic standards and assessments, Waterman Elementary School will provide the following:

- Parent Conferences
- Summer mailings of SOL results
- Report Cards
- Interim Reports

School report card website on the Waterman webpage

School report card website on the newsletters

Provide materials and training to parents;

Waterman Elementary School will provide materials and training to parents through the following events and activities:

- Language Literacy Class
- Literacy Nights
- Planners for student homework (Grades 3-4)
- Individual Teacher Websites
- Waterman Elementary Website tutorial

Educate the academic community regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs;

Waterman Elementary School values parent involvement and takes pride in providing a friendly and welcoming environment. Faculty, Staff, and Administration strive to create a feeling of community between the families and the school. Bilingual Home School Liaisons are available to bridge the language gap for parents of our EL population. Waterman celebrates and respects their diverse population by having multi-cultural festival as well as providing all communication to the extent possible in multiple languages.

Coordinate parent involvement activities with other programs in the school such as Virginia Pre-School Initiative and Head Start;

Students in the pre-school programs and their parents are included in all activities at the school.

Inform parents of school and parent programs in a timely and practical format in a language they can understand;

To ensure that all parents are informed in a timely manner and in their native language to the extent possible, Waterman Elementary School will provide;

• Information translated in all significant languages

- Updated website with school information and school calendar
- Student Planners with homework assignments listed for parents to see (Grades 3 & 4)
- Interpreters at Parent Conferences
- Individual Teacher Websites

Provide opportunities for parent involvement activities requested by parents;

Parents are encouraged to make their suggestions and requests known through communication with the building administration and through membership in the CAC and the PTO.

Provide Title I funds for parent involvement activities;

The Title I Coordinator allocates Title I funds to Waterman to be used for parent involvement. These funds are used for all parent activities; i.e., authors for Literacy Nights, Math Night, Community Advisory Committee meetings and materials for parent workshops.

Establish a school and division Community Advisory Council;

Waterman's Home School Liaison/Title I Parent Coordinator contacts each classroom teacher to provide recommendations for parents to serve on the CAC. Teachers are asked to consider the diversity in their classroom when selecting parents to represent them on the

council. The coordinator contacts recommended parents. Parents can also volunteer to serve on this council.

Part IV: Accessibility

Waterman Elementary School will:

Make parent involvement accessible to all parents including parents of EL, children with disabilities, and migratory children;

Waterman Elementary School will ensure that parent involvement activities are accessible to all parents by;

- Providing notices in all languages possible
- Providing Home School Liaisons
- Making the building handicapped accessible
- Communicating with Migrant Education
- Collaborating weekly with school social workers regarding at risk families and children
- Teacher Websites

This policy was developed and adopted by the Parent Advisory Council on November 9, 2016 and will be in effect for the 2016-2017 school year. The policy will be distributed to the entire parent population at Waterman Elementary School by December 2016.

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Staci Hartman, Assistant Principal
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Sarah Koechlein , Parent
Kathleen Gibson, Parent
Laura Thomas, Parent/Teacher