

**Title I School-Wide Community Involvement Policy  
STONE SPRING ELEMENTARY SCHOOL  
2016-2017**

**Statement of Purpose**

Stone Spring Elementary School is committed to providing quality educational 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, and Arabic. 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**

Stone Spring Elementary School will:

- **Hold an annual meeting no later than October 31, 2016 to review school-wide Title I services, the Division Parent Involvement Policy, the school's Parent Involvement Policy, and the school's School/Parent/Student Compact.**
- **Involve the PTA, parents, volunteers, faculty, and students in planning the event to maximize attendance.**

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

**To ensure the involvement of all parents Stone Spring Elementary School will offer the following activities during the school year:**

- **Meet Your Teacher Night and Kindergarten Orientation before the school year begins**
- **Parent-Teacher Conferences**
- **School and Teacher Webpage access**
- **School-Wide Reading Programs**
- **Evening Literacy Events**
- **Activities that Engage Parents as Educational Partners – may include: Math/Technology Night, iSTEM Night, Fine Arts Infusion Night, Multicultural Night, student performances both in the evening and during the day**
- **Opportunities to volunteer before, during, and after school**
- **Book Fairs**

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

**Stone Spring Elementary School will involve parents in this process by;**

- **Encouraging participation in the yearly Title I Evaluation/Survey**
- **Reviewing and revising Title I plans and policies based on survey results**
- **Encouraging participation on the Community Advisory Committee**
- **Encouraging participation at the Annual Title I Meeting**

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;

Stone Spring Elementary School will communicate with parents in a timely manner by providing;

- **School and class newsletters – School and classroom newsletters should provide parents with a preview of core curriculum that will be covered during the next nine weeks or to coincide with units of instruction and to highlight upcoming grade level or school events**
- **Report cards and mid-term reports for all students**
- **Parent Conferences**
- **School Website Access**
- **Teacher Webpage Access**
- **Community Advisory Council Membership**
- **Emails, phone calls, and text messages**
- **Home-School Liaisons**
- **HCPS Curriculum Pacing Guides online**
- **Friday Folders**
- **Positive Parent Communications**
- **School Communication Phone System**
- **School Home Visitation Policy**

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

**It is the responsibility of the Director of Human Resources for Harrisonburg City Public Schools to inform parents in writing if this situation occurs at Stone Spring Elementary School or any Title I school in the division.**

## **Part II: Shared Responsibilities for High Student Academic Achievement**

Stone Spring 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.

**Stone Spring Elementary School's School-Parent-Student Compact is developed by the Community Advisory Committee (CAC). It is reviewed and revised annually based on the Title I Survey results. The compact is included in the Parent/Teacher Handbook and will be explained to parents at the Fall Title 1 meeting. It is also available on the school website.**

## **Part III: Building Capacity for Involvement**

Stone Spring Elementary School will:

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

**To ensure that parents are informed Stone Spring Elementary School will do the following:**

- **Send SOL results to parents**
- **Send Grades PK – 4 PALS results to parents**
- **Send HCPS Grades 2 – 4 Benchmark results with a key**
- **Hold Parent-Teacher Conferences**
- **Send ESL proficiency levels to ESL parents**
- **Send parental information letters the week prior to testing**
- **Provide access to the VADOE link to the school report card**
- **Share other assessment results with parents as appropriate**

Provide materials and training to parents;

**Stone Spring Elementary School provides parents with the following materials and opportunities for training:**

- **Family Literacy Night(s)**
- **Take Home Reading Materials (curriculum related)**
- **Summer Reading Programs**
- **Bagged Book Reading Program**
- **School-wide Reading Incentive Program**
- **Literacy involvement by parents**

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

**Stone Spring values parent involvement and parents are always welcome in the school. In addition Stone Spring will:**

- **Encourage parents to volunteer in the classrooms and in the school at all grade levels and providing training on various office/library equipment**
- **Invite parents to attend field trips**
- **Provide clarification to staff on critical communications that need to be translated into parents' native language**
- **Provide communications in the parents' native language**
- **Advertise PTA/PTO and school volunteer opportunities**
- **Hold volunteer appreciation events**
- **Encourage parent participation in after school events as volunteers**

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

**At Stone Spring Elementary School the preschool, Head Start, and regional programs are a part of all school activities.**

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 Stone Spring will:**

- **Translate all communications into native languages to the extent possible**
- **Provide access to Home School Liaisons**

Provide opportunities for parent involvement activities requested by parents;

**All parents are invited to attend and participate in PTA/PTO and CAC (Title I Community Advisory Committee).**

Provide Title I funds for parent involvement activities;

**The Title I Coordinator allocates money from the division Title I budget to Stone Spring for Parent Involvement. The funds are used to support all parent activities.**

Establish a school Community Advisory Committee;

**Each classroom teacher will 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 committee. The school will contact recommended parents and invite them to be a part of the committee. All parents and community members will also be invited to be a part of this committee. The Stone Spring CAC provides important information to parents about the school and division and serves as a vital link between the home, the community, and the school administration. We will explore ways to increase participation of all parents through student presentations and other events.**

## **Part IV: Accessibility**

Stone Spring Elementary School will:

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

**Stone Spring will make parent involvement accessible to all parents by providing the following:**

- **Interpreters**
- **Welcome Center – Registration facility for all preschool, kindergarten and English Language Learners new to HCPS**
- **Accommodations for students with disabilities**
- **Invitations/Communications in native languages when at all possible**

This policy was developed and adopted by the Community Advisory Council May 12, 2016 and will be in effect for 2016 - 2017. The policy will be distributed to the entire parent population at Stone Spring Elementary School by October 31, 2016.

**Kathleen Taylor - Principal - Stone Spring Elementary School**  
**Erin Young – Assistant Principal – Stone Spring Elementary School**  
**Margo Rendon – Home School Liaison – Stone Spring Elementary School**  
**Jeremy Weaver – Title I Coordinator - HCPS**  
**Tarissa Mc Daniel – Parent**  
**Ni Lun Milstead – Parent**  
**Tola Ogundipe – Parent**  
**Maria Irene Torres Feliciano - Parent**