

## **Pioneer Elementary Parent Involvement Policy and Procedures 2017-2018**

Pioneer Elementary staff is committed to the goal of providing a quality education for each student at our school. With this in mind, we want to establish partnerships with parents as well as the community. All stakeholders benefit when school and home work together to promote high achievement for our children. Pioneer Elementary staff recognize that for this to occur parents and staff must work together to support students. Parents play an extremely important role as children's first teachers. Support for their children and for the school is critical to the children's success at every step along the way.

Pioneer Elementary staff recognize that some students may need extra assistance available through the Title I program to reach the state's rigorous academic standards. Pioneer Elementary intends to include parents in all aspects of the school's Title I program. The goal is a school-home partnership that will help all students succeed.

### **PART I-SCHOOL PARENTAL INVOLVEMENT POLICY REQUIRED COMPONENTS - COMMUNICATION**

- A. Pioneer Elementary will jointly develop/revise with parents the school parental involvement policy/procedures and distribute it to parents of participating children and make available the parent involvement policy/procedures to the local community.
  - Building Leadership Team: August, September, and October
- B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.
  - Pioneer Elementary Student Led Conferences 11/14-11/16 & 03/27-3/29
- C. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to parental involvement.
  - Scheduled Parent/Teacher/Student Daily Conferences Times 7:30-8:00am and/or 3:00- 3:15pm
  - Schoolwide Student Led Conferences 11/14-11/16 & 03/27-3/29 12:15-3:15pm and 5:00-7:45pm
  - Open house August 28, 2017 4:00-6:00pm
  - Various Family Nights Throughout the Year 6:00-8:00pm
  - Quarterly PVC Meetings 6:00-8:00pm
- D. Involve parents in an organized, ongoing and timely way, in the planning, review, and improvement of the school plan under Section 1112, schoolwide under Section 1114, and the process of the school review and improvement under the Section 116.  
Building Leadership Team: Monthly Meetings and quarterly Parent Volunteer Committee Meetings
- E. Provide parents of participating children-
  - a. Timely information about programs under this part.
  - b. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
  - c. If requested by parents, opportunities for regular meeting to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
    - Newsletters, Open House August 28th 4:00-6:00, School Conferences fall/spring, school web page, PVC Meetings, School Messenger, Building Leadership Team.

- Skyward Messenger System
- F. If schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district.
- Meeting with the building principal
  - Quarterly PVC meetings
  - Monthly Building Leadership Team Meeting

**PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT – PARENT/SCHOOL COMPACT**

As a component of the school-level parental involvement policy, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and student will share the responsibility for improved student academic achievement.

-Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement.

-Provide frequent reports to parents on their child's progress.

-Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

- Parents are provided information about special programs throughout the year via parent nights, conferences, and open house. These meetings may include explanation of curriculum, how student progress is assessed, and the level of achievement expected of the children.
- Student led conferences are scheduled twice yearly where the compact is reviewed and signed. Additional meetings regarding student progress can be scheduled by parents or teaching staff on an as-need basis.
- Monthly newsletters will be sent home and emailed to parents to indicate special events and ways in which parents/guardians may help their students become more successful in school.
- There is an open invitation to parents to attend Parent Volunteer Committee meetings, to be a part of the Building Leadership Team, and to be involved in school activities.
- Parents have an open invitation to volunteer in the classroom and/or during school events.
- Monthly awards assemblies will encourage parents/guardians to be involved in their student's academic and behavioral successes.
- Teachers will be using Skyward messenger to contact parents on a more frequent basis.
- Parents will be notified and reminded of special events by using School Messenger phone calls and text messages.
- Starting in September Parent Volunteer Committee with Popcorn Fridays
- Family Nights:
  - November 3rd: Ribbon Cutting Ceremony, Activities and Dinner
  - December 1st: Holiday Family Movie Night
  - December 5<sup>th</sup>: Traveling Lantern Play Family Night
  - March 9th: Dr. Seuss Night
  - March 23rd: Pacific Science Center Family Night
  - May 10<sup>th</sup>: STEAM Night
- Parent Volunteer Committee (PVC):

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| <ul style="list-style-type: none"> <li>• Once per quarter @ 6:00-8:00</li> <li>• 1<sup>st</sup> and 3<sup>rd</sup> Friday each month @ 8:00 am (popcorn Fridays)</li> <li>• School Fundraisers (fall and</li> </ul> | <ul style="list-style-type: none"> <li>• Student of the Month Smencils</li> <li>• Monthly Attendance Awards</li> <li>• Dental Screens</li> <li>• Family Nights</li> </ul> |
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- spring)
  - Box Top Collecting
  - PVC Fundraiser
  - T-Shirt Sales
  - SOM Cookie Treats
- Conference Dinners fall and winter
- Student Pictures
- Pacific Science Center
- Jog-a-Thon
- Thanksgiving Feast
- Parents/guardians will be provided with an understanding of academic vocabulary as it pertains to reading and math. This will occur in written and/or oral format during the following opportunities:
  - Building newsletters sent home
  - Linkages to other outside agencies and programs are being developed through counseling, monthly newsletters, bulletins, and student contracts (see attendance and behavior contracts).
  - Home visitations are available to all families upon teacher or parent request.
  - Parent Liaison provides 2<sup>nd</sup> language support for our Spanish speaking families
  - Open House
  - Home Connection Newsletter
  - School-wide Student Led Conferences and individually scheduled teacher/coach/student conferences.
  - Classroom/school newsletters and/or information sent home
  - Skyward Messenger System
  - School Messenger System
  - Communication tools and platforms within the Reading Wonders curriculum
  - Engage NY parent math resources

### PART III – ADOPTION

This Pioneer Elementary Parental Involvement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent Involvement Policy/Procedures were developed/revised by Pioneer Elementary on 10/30/17 and will be in effect for the period of 2017-2018. The school will distribute these Parent Involvement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 11/30/17.

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(Signature of Title I Authorized Representative) (Date)

These parents were involved with the development of this document:

Pioneer PVC: Leah Castro, Kelly Johnson, Alyssa Compton, Courtney Shelton