

Title I School-Level Parental Involvement Policy

SUNRISE ELEMENTARY SCHOOL 2013-2014

SUNRISE ELEMENTARY SCHOOL has developed a written Title I parental involvement policy with input from Title I parents. Sunrise ES developed this policy jointly with parents by first helping parents understand some of their Title I rights, such as: their right to monitor their students' progress, their right to work with our teachers to improve the performance of their children, and Sunrise provided information to these parents on how they could best participate in decisions relating to the improvement of their children's education. It has distributed the policy to parents of Title I students. Sunrise ES distributed the policy through varied forms such as at our Annual Title I meeting, through handouts given to students to take home, and at various school functions and meetings through out the school year. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Section I: Involvement of Parents in the Title I Program

To involve parents in the Title I program at **SUNRISE ELEMENTARY SCHOOL**, the following practices have been established:

The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. Sunrise also informs parents of their right to be involved in the Title I program, its planning, improvement, and reviews during and not limited to:

- 1. Back to school, Open house events
- 2. School Site Council and ELAC Trainings
- 3. Through other parent meetings such as coffee with the principal, sub-committee meetings, school wide programs.
- 4. Sending information out through monthly flyers and Connect-Ed phone calls for SSC, ELAC and other meetings.
- 5. Announcements in Parent center

The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.

- 1. Back to School Nights are held at varied times and days.
- 2. SSC meeting are held 7:30 to accommodate staff and parents.
- 3. ELAC meetings are held at flexible times based on parent availability.
- 4. During Parent conferences Sunrise provides one late conference evening for working parents to attend.
- 5. Teachers and staff are available through appointments for early morning, late night, and or during the school day if needed for parents of Title I students.

The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy. Some ways the school accomplishes this is:

- 1. Annual Parent Surveys
- 2. Monthly Coffee with the Principal Meetings
- 3. Monthly SSC Meetings
- 4. English Learner Advisory Committee
- 5. Other parent meetings where feedback is incorporated in the local needs assessment for the instructional program. Discussions are held and suggestions are made for the SPSA, Title I, and ELD student budgets.

- 6. Parent workshops that are provided to parents inform and provide resources to strengthen the home-school connection.

The school provides parents of Title I students with timely information about Title I programs. Some of the ways Sunrise accomplishes this is:

- 1. Back to School Nights provides teachers an opportunity to give information about Title I and all programs here at Sunrise.
- 2. On-going parent workshops provide information on Title I and other district and state mandated programs.
- 3. By holding bi-annual parent conferences as well as informal and formal conferences throughout the year parents may obtain information on Title I and other programs.
- 4. Open house provides parents another opportunity to visit, review and inform themselves as to Title I and other program information.
- 5. Intervention Program offerings and consent forms are sent for Saturday and or After School in a timely manner.
- 6. Parent school/district notifications, flyers, bulletins, memos, references are sent via students, weekly and monthly calendars, student homework packages, on meeting agendas, and bulletin boards.

The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet. Sunrise accomplishes this in the following manner:

- 1. Back to School Nights provides teachers an opportunity to give an overview the instructional programs here at Sunrise.
- 2. Parent workshops on understanding district and state mandated assessments (CST, CELDT, Periodic Assessments).
- 3. By holding bi-annual parent conferences as well as informal and formal conferences throughout the year.
- 4. Open house provides parents another opportunity to visit, review and inform themselves as to their children's progress and their current schoolwork.
- 5. Title I and ELD mandatory district, school, and community meetings.
- 6. Family Action Team events and functions.

If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children. Some ways Sunrise does this is by:

- 1. Teachers and all staff are available if parent requests appointment to meet outside of school hours to be informed, voice, share their ideas, concerns, and suggestions about decisions regarding their children's education.
- 2. Parent conferences are held and scheduled at parent convenient hours.
- 3. Parents receive on going written notifications of their child's academic progress based on progress monitoring.
- 4. Parent center and parent community representative serves as liaison to assist parents to participate and be involved at all phases of all school related activities, meetings, and functions.
- 5. Parents may also participate by attending parent/teacher conferences, SSC meetings, ELAC meetings, IEPs, coffee with the principal, and other informal parent meetings.

Section II: School-Parent Compact

SUNRISE ELEMENTARY SCHOOL distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific

ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

Sunrise ES developed this policy jointly with parents by first helping parents understand some of their Title I rights, such as: their right to monitor their students' progress, their right to work with our teachers to improve the performance of their children, and Sunrise provided information to these parents on how they could best participate in decisions relating to the improvement of their children's education. It has distributed the policy to parents of Title I students. Sunrise ES distributed the policy through varied forms such as at our Annual Title I meeting, through handouts given to students to take home, and at various school functions and meetings throughout the school year.

Building Capacity for Involvement

SUNRISE ELEMENTARY SCHOOL engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children. Here is how Sunrise accomplishes this:

- 1. Formal and informal parent conferences to discuss ELD portfolios, CELDT results, reclassification criteria and periodic assessments.
- 2. Parent workshops on how to understand CST and CELDT results and other assessments given to their children.
- 3. Parent center will provide Parent-Education classes on positive self-esteem development, multicultural awareness, and cultural diversity in order to help students succeed in school.
- 4. Blended learning computer classes will train parents on the various computer programs Sunrise utilizes to educate Title I students.

The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement. Here are ways Sunrise accomplishes this:

- 1. Sunrise enrollment packages will contain the Parent Involvement Policy and Migrant Education Survey.
- 2. Parent workshops will be led by teachers and other professionals in the area of their expertise to assist parents with being more active in their children's educational development.
- 3. The Categorical Advisor will provide workshops on state and district tests such as the CST and CELDT requirements.

With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners. Sunrise does this by:

- 1. SSC, ELAC, and Family Action Team meetings.

- 2. Through staff development teachers will receive the required and recommended resources to enable them to work with their students' parents.
- 3. Workshops given by teachers to work with parent to help their own children.
- 4. Parents are viewed as equal and valued stakeholders in our school community.
- 5. Enrollment fair to reach out to the community and showcase student and parent work to promote new enrollees to Sunrise.

The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. Here is how this happens at Sunrise:

- 1. Teacher led workshops such as math, language arts, common core standards, phonics, and guided reading.
- 2. Sunrise encourages articulation between us and the middle and high schools.
- 3. Parent center is available for students and parents and information is also disseminated regarding upcoming events.
- 4. The parent center will also provide workshops based on school, parent and or student needs.
- 5. Developing appropriate partnerships with community based organizations and businesses such as Inner City Struggles, YMCA, PLAS, and KIPP.

The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand. Sunrise does this in the following manner:

- 1. Announcements, newsletters, flyers, Connect-Ed, and all written materials are communicated in English and Spanish since Sunrise is 99% Hispanic.
- 2. All meetings and events are directed in held in both languages if required.
- 3. Parent surveys are translated and sent home in both languages.

The school provides support for parental involvement activities requested by Title I parents. In the following manner:

- 1. Morning, mid-afternoon, and late parent workshops are held based on district, school, student, programs, and parent needs.
- 2. PLAS sponsored Parent College workshops and activities.
- 3. Family Action Team created and sponsored events and parent meetings.
- 4. Categorical Coordinator facilitates school parent Title I involvement with monthly and as needed meetings.
- 5. Parent center outreach to parents through personal, room parent, Connect-ED, written and communication.
- 6. Educating, teachers, pupil services personnel, administrators, and staff with the assistance of parents, on how to reach out, communicate with,

Accessibility

SUNRISE ELEMENTARY SCHOOL provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parent understands. Sunrise accomplishes this by:

- 1. The Sunrise Parent Center and Parent Community Rep. is made available for students, parents, and staff to disseminate information regarding district, school, and community needs.
- 2. Announcements, newsletters, flyers, Connect-Ed, and all written materials are communicated in English and Spanish since Sunrise is 99% Hispanic.
- 3. All meetings and events are directed and held in both languages if required.
- 4. Parent surveys are translated and sent home in both languages.

- 5. Categorical Program Advisor monitors and facilitates the development and implementation of Title I parental involvement and the policies for increasing and maintaining effective parent attendance and parent volunteer program.

SUNRISE ELEMENTARY SCHOOL

SCHOOL PLEDGE

The Student's Pledge

I believe that education is important to me. I am the one responsible for my own success. As a student I pledge to:

- ☆ Come to school on time and be prepared to do my best.
- ☆ Respect the rights of others and myself.
- ☆ Follow all school and classroom rules.
- ☆ Complete class assignments and homework on time and to the best of my ability.
- ☆ Spend time at home reading.

The Teacher's Pledge

I understand the importance of a quality education for every student and my role as an educator and positive role model. As a teacher I pledge to:

- ☆ Create a safe, positive, and healthy learning environment.
- ☆ Provide a challenging instructional program which addresses the individual needs of all students.
- ☆ Communicate with parents on a regular basis.
- ☆ Assign appropriate homework with clear instructions.
- ☆ Encourage students to read daily at school and at home.
- ☆ Participate in professional growth activities.

The Parent's Pledge

I understand that my participation in my child's education will help his/her achievement and attitude. As a parent I pledge to:

- ☆ Listen to or read with my child everyday.
- ☆ Provide a quiet place and materials for completing all homework.
- ☆ Support the school's homework, discipline, and attendance policies.
- ☆ Participate in school activities and events.
- ☆ Read all home-school communications and contact school with any questions or concerns that I may have.
- ☆ Make sure that my child gets adequate sleep and maintains a healthy diet.

Student Name _____

Signature _____

Parent Name _____

Signature _____

Teacher Name _____

Signature _____

Principal - Ms. April Ramos-Olona

Signature _____

ESCUELA ELEMENTARIA SUNRISE

PROMESA ESCOLAR

La Promesa del Estudiante

Entiendo que la educación es importante para mi mismo. Yo soy responsable de mi propio éxito. Como estudiante, yo prometo:

- ☆ Venir a la escuela a tiempo y estar preparado/a para dar lo mejor de mi mismo.
- ☆ Respetar los derechos de los demás y los míos.
- ☆ Seguir todas las reglas escolares.
- ☆ Terminar todas mis tareas y mis trabajos de clase.
- ☆ Leer en casa durante mi tiempo libre.

La Promesa del Maestro/a

Entiendo la importancia y calidad de educación para cada estudiante y mi papel como educador y modelo. Como maestro/a, yo prometo:

- ☆ Crear un ambiente de aprendizaje seguro, positivo, y saludable.
- ☆ Proveer un programa educativo con retos que se dirija a las necesidades individuales de cada estudiante.
- ☆ Comunicarme con los padres regularmente.
- ☆ Asignar tarea apropiada con instrucciones claras.
- ☆ Motivar a los estudiantes para que lean diario en la escuela y en casa.
- ☆ Participar en actividades de crecimiento profesional.

La Promesa del Padre/Madre

Entiendo que mi participación en la educación de mi hijo/a ayudará a que el o ella siga adelante con sus triunfos y con una actitud positiva. Como Padre, yo prometo:

- ☆ Escuchar o leerle a mi hijo/a todos los días.
- ☆ Proveer un lugar callado y materiales para que mi hijo/a haga su tarea.
- ☆ Apoyar los planes escolares de tarea, disciplina, y asistencia.
- ☆ Participar en eventos escolares.
- ☆ Leer toda la comunicación entre el hogar y la escuela y comunicarme con la escuela cuando tenga preguntas.
- ☆ Asegurar que mi hijo/a duerma adecuadamente y que tenga una dieta saludable.

Nombre del Estudiante _____ Firma _____

Nombre del Padre _____ Firma _____

Nombre del Maestro/a _____ Firma _____

Directora - Ms. April Ramos Olona _____ Firma _____