

**A.Z. Kelley Elementary
Parent Involvement Policy**

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to parents of participating children a written parental involvement policy that contains information required by section 1118(a)(2) of the Elementary and Secondary Education Act (ESEA). The A.Z. Kelley Elementary PIP includes input from parents, community members, and school personnel in compliance with all pertinent mandates of state and federal regulatory standards as the following:

- Local education agencies and the school, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency (building capacity by coordinating with Title 3 EL services when needed), parents with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language parents understand. No person is to be excluded based on race, religion, creed, gender, socio-economic status, or age.
- Build capacity for involvement by providing reasonable support for parent involvement activities per parent request, and offering parent meetings at varying times of day.
- All parents are involved in the planning, review, and improvement of the school's Title I program through the Federal and State funds received by A.Z. Kelley Elementary, as a part of a School- Wide Title I Program. Each May, parents will vote on the use of Title I Funds through School Wide or Targeted Assistance for the upcoming school year, and participate in a survey to identify barriers to greater parent participation.
- For the purpose of this document, the words Parents/Family represent individuals within the extended family of the student or persons with a legitimate interest in the student who are the student's legal guardians.

Parents, volunteers, and community groups, such as Pencil Partners, work with teachers and school administrators to support and advance the education process. All should advocate widespread community support of public schools in an effort to build a school environment that offers students the opportunity to be successful and become contributing members of the community.

Parent Involvement at the Individual Level

Access

- All stakeholders acknowledge the importance of school security and classroom instructional time. All parents/guardians should have access to their child's school for the purpose of observation and volunteer activities in accordance with A.Z. Kelley Elementary policy. All parents/guardians will have access to their children's school file and other information regarding their children in accordance with A.Z. Kelley Elementary policy. Volunteer opportunities may be accessed at www.schoolvolunteers.org. A background check, provided by the Pencil Foundation, must be completed prior to volunteering at the school.
- An Annual Meeting will be held to inform parents of their rights and responsibilities, and opportunities to be involved, under the *Elementary and Secondary Education Act (ESEA)*. Requirements of the Title I School Wide program will be addressed.
- Parents will be notified of all Title I information at grade level music performances, through monthly newsletters, the school website, Parent SI Team Meetings, Twitter via @AZKelleyES and @AZKTitleI, and the parent blog (www.azkelleyparents.blogspot.com).

Communication

- Parents will receive notification of their child's academic status in the form of progress reports each mid- 9 week grading period, report cards each 9 week grading period, and through accessing Grade Speed Parent Connection. Accident reports and discipline problems will be reported to parents in a timely manner. Parents will be notified in writing if their children receive additional academic interventions at school.
- Parents will be assisted in understanding the State's Common Core Standards, State and local academic assessments including alternative assessments, and how to monitor their child's progress both at the Annual Meeting and a Parent Standards Training in the fall.
- Parent Teacher Conferences, in the fall, allow parents the opportunity to formulate suggestions and participate as appropriate in regards to decisions about their child's education. The A.Z. Kelley Parent Involvement Policy and the A.Z. Kelley School Compact will be reviewed with parents by the teacher at this time. Parents/guardians may schedule

additional conferences on an individual basis as needed. If a student is in jeopardy of failing or having discipline problems, the teacher will contact the parents/guardians and schedule a conference in a timely manner.

Involvement

- The Parent School Improvement Team, led by the SIT Lead, meets as needed to allow parents the opportunity to provide input in the development, implementation and evaluation of goals and strategies of the A.Z. Kelley Elementary School Improvement Plan, the School Compact, the Parent Involvement Policy, the MNPS District Strategic Plan, and other documents associated with Title I and Education 2018.
- Parents are provided opportunities to improve their parenting skills and to support the learning process through Family Literacy Nights, Question and Answer Sessions, and All Pro Dad Breakfasts. The Community Room is open during school hours at varying times throughout the week. The Community Room hours will be updated weekly on the A.Z. Kelley Parent Blog.
- To build capacity for involvement, Title I-A parental involvement strategies are coordinated and integrated with parent involvement strategies under other programs, for example Parent University and EFNEP. Title I funds may be used to pay reasonable and necessary expenses associated with parent involvement activities.
- The Reading Clinic is a volunteer opportunity for those who wish to be trained to help struggling readers.

Parent Involvement through Organized Groups

School Level

All parents are encouraged to join the A.Z. Kelley PTA. Meetings are held monthly, the first being an opportunity to serve as an officer or representative at the school, cluster, and district levels. Updates from the PTA Committee meetings will be provided through newsletters and All Pro Dad meetings. Fundraisers and family involvement events will be held throughout the school year. Funds raised by the PTA support needs at the school level.

Cluster Level

All parents are encouraged to join parent and community groups organized at the cluster level to promote education. The Cane Ridge Cluster PAC includes two representatives from each school in the cluster. Communication is the critical role of the Cane Ridge Cluster PAC. The representatives meet, usually monthly, to share ideas, identify cluster-wide concerns, and develop ideas for improving the schools both within the cluster and the city as a whole. The Cane Ridge Cluster PAC also works within the cluster to encourage schools to work together to assist and enhance the students' transition from elementary to middle to high school and on other cluster-wide issues.

The cluster consists of two representatives and two alternates selected by the individual school-wide group. These school representatives shall report information from the cluster parent group to the school-wide group and take the school's concerns to the cluster meetings. The representative should communicate minutes back to the school during PTA meetings.

District Level

All parents are encouraged to join parent and community groups organized at the district level. The Parents Advisory Council (PAC) is comprised of three representatives from each of the twelve Cluster PACs. The role of the parents on the PAC is to share ideas and concerns from their Cluster PAC with district executive staff and then communicate the responses and other information back to their Cluster PAC. The PAC will organize regular meetings, usually monthly, to ensure accurate information and efficient communication between the executive district staff and the council and develop ideas for improving schools.

Three representatives, and three alternates, representing each tier level are selected from each Cluster PAC to serve on the Parents' Advisory Council. The Cluster representatives' role is to take the cluster's concerns to the Parents' Advisory Council meetings and to report information learned at the Parents' Advisory Council to the Cluster PAC. The purpose is to encourage the flow of information from the school administration to the parents and the concerns and ideas of parents back to the school administration. Still valid?

Please sign the attached page and return to your child's teacher.



To request an accommodation please contact the Community Career Center. (Interpreters for the deaf or hard of hearing must be requested forty-eight [48] hours prior to the event.)

Metro Nashville Public Schools do not discriminate on the basis of race, creed, national origin, sex, disability, marital status or age.

A.Z. Kelley ES- Marsha Dunn, Principal – 615-941-7535