

## **Title I Parental Involvement Policy and School-Parent Compact (709.03)**

The Title I Parent Involvement Policy and School-Parent Compact were developed by faculty, administration, and parents of students attending Pine Forest Charter School (PFCS). PFCS provides targeted-assistance, supplemental intervention services for students who are identified as in need of academic assistance in reading and/or mathematics. The policy outlines ways that build school and parent capacity for strong parental involvement, including ways parents can be involved in making decisions about programs. The policy will be distributed to all parents through the annual distribution of the PFCS Parent/Student Handbook and to parents of students participating in the Title I program through the annual Title I Open House at the beginning of the school year. Updates and announcements will be provided through weekly and monthly principal and PTA parent newsletters. The policy and procedures will be reviewed and updated annually to meet the changing needs of our school community. Under the guidelines of the federal Title I program, the policy will be fulfilled in the following manner:

**Meetings:** Parents are invited and encouraged to attend informative meetings throughout the school year. Meetings will be held at convenient times, such as in the morning or evening, in order to make it possible for as many parents as possible to attend. Meetings include:

- Fall Title I Open House
- Monthly PTA meetings
- Monthly Governing Board meetings
- Quarterly Parent Education Evenings
- Fall Parent/Teacher Conference Night
- Individual meetings with Title I team
- Evening Parent Workshops (e.g., Open Court Reading Program, Grade-Level Math and Literacy Nights)

**Communication:** It is our belief that close cooperation between home and school is one of the keys to a child's success in school. Two-way communication helps to provide an effective partnership between teachers and parents, and promote parent input into educational decisions. PFCS provides opportunities to involve parents with our instructional and extracurricular programs:

- Weekly and Monthly Principal/PTA newsletters
- Class phone trees with teacher's telephone number
- Grade-Level monthly newsletter
- Seasonal Festivals
- Web site with faculty contact information
- Homework Assignment Book
- Parent/Student Handbook
- After-school homework club
- DIBELS Early Reading Assessment/Intervention
- Parent Volunteer Program

- After School Programs: Chess Club, Mastermind Critical Thinking Club, Yearbook

Communication between teachers and parents regarding student progress and achievement with the opportunity to respond will be accomplished through:

- Progress reports (mid-point of each marking period)
- Report Cards
- Parent-Teacher conferences, letters, phone calls
- Opportunities to volunteer and participate in their child's classroom and observe class activities
- Classroom newsletters

**The PFCS School-Parent Compact:** The PFCS School-Parent Compact outlines how parents, school staff, administration and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the Arizona Department of Education's academic standards. Parents of students who have been selected for the PFCS Title I Targeted-Assistance Program will be notified in writing at the beginning of the school year. Students are identified for the program through multiple measures, including:

- AIMS/DPA scores,
- Diagnostic Saxon and/or Connected Math scores
- Diagnostic Open Court reading scores grades
- Classroom test scores and assignment grades
- Teacher and/or parent referral.

The compact will describe the following:

- The school's responsibility to provide a high quality curriculum and instruction;
- Parent's responsibility to support their children's learning, and
- On-going communication between parents and teachers.

**Building Capacity for Involvement:** Training will be provided for both parents and faculty. Support will be given in the form of materials and workshops to increase the effectiveness of parents working with their children. Materials can be sent home to help parents work with their children and will offer an opportunity for parents to provide input. Workshops will be held during times that are convenient for parents. Parents are encouraged to observe/volunteer in Title I classrooms. Appropriate training will be provided for all Title I staff to increase their effectiveness in working with parents and to build a partnership between home and school. This training will be in the form of a combination of workshops, professional development, and conferences.

**Budget Decision Making:** Parents, teachers and administration will be involved in the planning, development, and budgeting process for the Title I Program through the PFCS Governing Board Annual Budget Review and Planning Process and PTA budget meetings. The PFCS Curriculum Development Team and School Improvement Team will evaluate the Title I program through end-of-the-year teacher, parent and student evaluations.

**Evaluation of Parent Involvement Policy:** The policy and procedures will be reviewed and updated annually to meet the changing needs of our school community. Faculty, administration, and parents of Title I students will collectively evaluate the program in the spring of each academic school year through surveys and, if needed, meetings to review and make programmatic changes.

**Community Resources:** PFCS works together with the community to develop and implement programs that promote student learning. Ongoing partnerships include:

- Northern Arizona University (NAU) Student Teacher Program
- Americorps Volunteers Math and Reading Tutoring Program
- NAU Challenge/Ropes Course
- Museum of Northern Arizona Educational Programs
- NAU Speech and Language Department
- Brain Gym Higher-Order Thinking Skills Program
- Annual age and curriculum-specific local, state and national field trips
- Local boy and girl scouting programs
- Local interscholastic athletic league participation
- Community use of school buildings for educational events

As necessary and possible, materials distributed will be provided to parents in the language used at home. Parents in need of signing will be accommodated.