

Lowell Elementary School

312 S. President Street, Wheaton, Illinois 60187 Phone: (630) 682-2085 FAX: (630) 682-2245

Denise DeSalvo, Principal

Lowell School Parental Involvement Policy

PART I. GENERAL EXPECTATIONS

Lowell School agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. **(See attached Title 1 compact)**
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school. *The Google Translator program can help families translate the information into the appropriate language.*
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand. *District 200 PAC meetings are held as well as Parent University Program in the spring.*
- The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement. *The three Curriculum Nights, Back to School Social, two conference nights in November, ELL Night and Title 1 Night all support strong parental involvement at Lowell.*
- The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) *that parents play an integral role in assisting their child's learning;*
- (B) *that parents are encouraged to be actively involved in their child's education at school;*
- (C) *that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Lowell School** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
 - *math parental surveys will be sent home at least four times a year since most of our Title 1 funds are used to support our Title 1 Math program, the surveys will elicit parental feedback and parents will have an opportunity to make suggestions that will enhance our parent involvement plan, initiate a parent council for Title 1 (Math &/or Reading) parents in order to get parental input about the program*

2. **Lowell School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - *School Improvement Plan/ Lowell School Report Card is on District 200 website*
 - *SIP goals reviewed at annual PTA meeting*
 - *SIP goals reviewed within school newsletters with opportunity for feedback provided*
 - *Parents will be asked for feedback about the status of the school*

3. **Lowell School** will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:
 - *ELL Family Night (October 6, 2009), Reading and Title I Math Night (September 29, 2009), classroom teachers also attend the ELL Night meeting*

- *invitations sent home, stated in school newsletter*
4. **Lowell School** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:
 - *Parent permission forms, Title 1 compact for learning, and eligibility information was given to parents. At Title 1 Night the reading and math support program was explained and parents were given information about how to help their children in reading and math. The school's curriculum was presented to parents during three different Curriculum Night meetings in August and September.*
 - *Title 1 assessments, ISAT and ACCESS scores will be shared with parents to demonstrate students' proficiency levels.*
 5. **Lowell School** will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:
 - *Invitations to Title 1 Night, ELL Night, Title 1 parent conferences, parent contact logs and any written communication will be kept to evidence parent participation.*
 - *Scheduled and periodic Parent/Teacher conferences*
 - *Formal and informal meetings will be held to elicit parent suggestions at parent/teacher conference nights, Back to School Social, Curriculum Nights, ELL Night and the Title 1 Night*
 6. **Lowell School** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
 - *Report cards, progress reports, FASTT Math printouts, ISAT and ACCESS individual scores are given to parents as needed*
 7. **Lowell School** will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

- *All of Lowell's teachers are highly qualified. The parent notice information is included in the elementary school parent/student handbook.*
8. **Lowell School** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --
- the state's academic content standards,
 - the state's student academic achievement standards,
 - the state and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child's progress, and
 - how to work with educators:
- *Parents have access to Title I parent booklets, parents have access to our online curriculum brochures, we send information in the weekly school Memo newsletter, we send home parent ISAT and ACCESS letters to let families know how to read through the student reports, we include information about state assessments in our Lowell Memo newsletter, Google Language translator program can help families access the information in the appropriate languages.*
9. **Lowell School** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- *We work with World Relief and Wheaton College to provide an after school tutoring program for many of our Title I ELL students. Peoples' Resource Center is another program that works with our families to provide clothing and resources.*
10. **Lowell School** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- *Report cards, notes home Google Language translator program and translators will be provided as necessary, report cards are sent home quarterly*

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
This is evidenced by our Title 1 Night on September 29th.
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children’s education;
conferences, notes and communication to families is offered in a variety of times such as email, parent surveys, phone calls, conferences, notes home, and newsletters
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.
We work with Jericho Road Church, World Relief and Wheaton College to meet the needs of our students. These wonderful organizations provide tutoring, food, clothing and support to our Title 1 families.

PART IV. ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Title 1 Compact for Learning, agenda for Title 1 Night on Sept. 29 and ELL Family Night on October 6.

A copy of the parent involvement policy is available in the office upon request, it will be on the Lowell School website and will be sent to all Title 1 parents. We welcome questions or comments from the Lowell parents.

(Signature of Authorized Official)

(Date)