

Strategies to Increase Parental Involvement

1. Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the right of parents involved.

During the first grading period of the school year, Erwin Intermediate holds an Annual Title I Parent Meeting to inform parents of the school's participation in Title I and present a PowerPoint explaining Title I requirements and parental rights. Parents are notified of the meeting in numerous ways. Notices are sent home in an appropriate language, the meeting is advertised on the school's marquee, signs posted on school grounds, and School Cast is used to inform the parents of the meeting. Incentives such as a punch for students to cash in at the Eagle Store may be used to foster parent attendance. The Title I presentation may be held in conjunction with the school's PTA meeting/open house in order to boost attendance (the meeting is clearly advertised as the Annual Title I Meeting so that parents understand they are going to learn about federal requirements). Childcare and supper are available when possible. Topics discussed include but aren't limited to: Title I Program services and parent's rights, accountability results, school curriculum and state content standards, school parent compacts, parent resource centers (including the 1% set aside for parenting), parent surveys, the district parental involvement plan, the local school parental involvement plan (Strategies to Increase Parental Involvement) and the district parental involvement policy. Erwin Intermediate will comply with the Parents' Right-to-Know provision of the No Child Left Behind Act of 2001. The Parents' Right-to-Know notice is distributed annually in agenda books and is also located on the school website. JefCoEd has a procedure in place to disseminate the requested information to parents.

2. Describe: 1) How there will be a flexible number and format of parent meetings offered; 2) How parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making.); and 3) How funds allocated for parent involvement are being used in the school.

1. The staff at Erwin Intermediate School has a strong belief in the importance of parental involvement and therefore measures are in place to offer parent meetings on a flexible schedule. The parent survey(s) given at the beginning of the 2014-15 school year indicates most parents prefer meeting after school in the early evening around 6 p.m. Meetings will be held in a variety of formats including whole group, breakout sessions, focus groups, performances, etc. Supper will be offered at a discounted rate when possible to assist parents. The schools in the feeder pattern will communicate to ensure that meetings are not scheduled on the same night so parents with multiple children may attend all school meetings. If the need arises, morning and lunch meetings may be held to accommodate the needs of Erwin Intermediate School parents.

The parent resource center will be open from 7:30 to 3:15 for parents to pick up materials and information. The resource center will also be open 30 minutes before and after each parent meeting for parents to check out materials. Parenting materials may be showcased at each parent meeting and highlighted in teacher/school newsletters.

NOTE: Resource materials may be sent home with students - parents are not required to come to the school to receive materials.

2. Erwin Intermediate School believes in involving parents in all aspects of the Title I program. The school has 1 parental representative on the CIP planning/review committee who are active participants in the development and review of the plan. In addition, all parents are given the opportunity to review the plan and offer input before the plan is approved each year. Parents are informed of their right to offer input at the annual meeting and this information is also included in school/teacher newsletters. All parents are given surveys to help determine parental perceptions and needs and the results of the surveys are reviewed by the CIP planning committee to determine activities, training, and purchases for the school year. The CIP is reviewed and evaluated continuously throughout the school year with assistance from parents. In addition, parents have the opportunity each spring to evaluate the parental involvement plan/program of Erwin Intermediate School. The results are used to guide both the school and the district with decisions regarding parental involvement.

3. Erwin Intermediate School houses a parent resource center for parents and students to check out materials. The center is open during the school day as well as before and after parent meetings and houses a variety of resources in English and Spanish. Parents have the opportunity to participate in surveys at the beginning of each school year to determine their needs. The resources provided assist parents in helping their child be more successful in mastering the state academic content standards. Materials include learning activities that parents and children can do together to strengthen the home-school connection. Throughout the year, Erwin Intermediate School holds parenting sessions on various topics including, but not limited to, reading with my child, assisting my child with AMSTI Math Strategies, creating an academic home environment, how to interpret test data, what are standardized tests and how can I help, and working with my child's teacher. Parents also provide input in both formal and informal meetings throughout the school year to assist in determining the appropriate materials to be purchased for the parent resource room. The surveys and focus groups aid in determining topics for parenting sessions/workshops. Based on the survey findings and conversations with parents, Erwin Intermediate School will use their allotment of the 1% parental involvement set-aside to purchase agendas and folders, instructional brochures for parents, math games and flash cards.

3. Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and

explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children.

During the first grading period of each school year, Erwin Intermediate School will hold a meeting where information will be presented about the following: the Title I program, the curriculum used in the school, forms of academic assessments, and achievement expectations. In addition, parents are informed about procedures for scheduling a parent teacher conference and how they can participate in decisions related to the education of their child. Parents receive a copy of the parenting section of the CIP (Strategies to Increase Parental Involvement), as well as the LEA Title I Parental Involvement Plan/Policy. Parents are invited to visit their child's classroom(s) and meet the teacher(s). Teachers provide information about the subjects taught, how students are individually assessed, procedures, etc. Erwin Intermediate School makes every effort to inform parents of assessment results in a language that is easy to understand. Educational terms are kept to a minimum and key information is provided. To the extent practicable, results are sent home in the language of the parent. An interpreter is available to explain results at Erwin Intermediate School. Assessment results are distributed in a variety of methods: parent reports from state mandated standardized tests, report cards, progress reports, weekly tests, and parent meetings to explain the reports.

4. Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated).

It is the goal of Erwin Intermediate School to develop a strong partnership with our students' families. This relationship will be enhanced through our School-Parent Compacts. A School-Parent Compact is distributed annually to every student at Erwin Intermediate School. The compact contains three sections: student, parent and teacher. The compact describes how students, parents, and teachers share responsibility for improved student academic achievement. The compacts are updated each year, customized for Erwin Intermediate School, and are specific to grades or grade spans. Parents assist with writing/revising the compacts annually. The compacts are sent home to all students during the first month of school and are used by teachers when meeting with parents and students. The compacts are retained in each teacher's classroom.

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan.

Each year, Erwin Intermediate School meets with the CIP planning committee to review and evaluate the CIP. There is 1 parent representative on the committee. Parents are informed that the plan is available for review by a sign posted in the lobby or main office of the school. The sign states that the plan may be reviewed upon request to the principal. If a parent has a problem or concern with the CIP, they may contact the Federal Programs Department at the Jefferson County Board of Education to set up a meeting to discuss such concerns.

6a. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall provide training for parents of participating children in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I, and how to monitor their child's progress and work with teachers to improve the achievement of their children.

- Erwin Intermediate School will accomplish much of this through its Annual Title I Meeting held at the beginning of the school year. During the meeting a PowerPoint explaining Title I requirements will be presented. In addition, parents will receive an overview of the state academic content standards, academic achievement standards, and assessments. Also, an explanation regarding the services offered and information describing how parents have the right to be involved in their children's education will be provided.
- Erwin Intermediate School will hold an Open House where parents will be given the opportunity to meet their child's teachers and receive information about individual class assessments and what their role will be in helping their child to succeed.
- Erwin Intermediate School has a Parental Involvement (PI)Coordinator that receives training three times a year from district personnel. The PI Coordinator heads a PI Committee at the school and plans parental involvement activities and opportunities as well as training for faculty and staff in order to build capacity among all stakeholders.

6b. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

- Erwin Intermediate School's CILT team works diligently to ensure that all parent materials and training are closely aligned with our school's identified goals. Erwin Intermediate has a parent resource center. This center is open for parents during the school day from 7:30 to 3:15 as well as 30 minutes before a parent meeting. This center houses a variety of resources in English and Spanish for parents to check out. The resources are designed to assist parents in helping their child meet the academic content standards set by the State. Other materials include learning activities that parents and children can do together that strengthen the home-school connection.
- Throughout the year, Erwin Intermediate provides parenting sessions on topics determined by review of the parent survey results. Topics include, but not limited to, transition to middle school, bullying, attendance, and strategies for helping students with ADD/ADHD. In addition, Erwin Intermediate will host various parent nights including a focus on literacy and mathematics.

6c. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall educate teachers, office personnel, and other school staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.

Erwin Intermediate will continue to provide professional development in parental involvement with its staff through in-service, faculty, and grade level meetings in understanding the importance of parental involvement and working as a partner with parents. This year the CILT team placed special emphasis on the need to ensure a closer connection

between the school and the parent involvement activities. All staff members are expected to welcome parents to the school and work with them in meeting the needs of each child. Discussions include using a variety of methods to reach parents such as newsletters, telephone calls, agenda books, email, School Cast, websites, etc. The parental involvement coordinator will participate in professional development with national consultants and district staff to build their capacity in working with parents. In return, they will train the school staff.

6d. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Erwin Intermediate School coordinates its parent involvement programs for all parents. Both English and Spanish speaking parents are involved in parenting activities. An interpreter is available to assist Spanish speaking families with meeting their needs. The Parent Resource Center has literature and activities that parents can use at home to support the achievement of their children. Erwin Intermediate School currently has 14 ELL students. Title I works in conjunction with Title III and Title X to build parental capacity in order to foster student success.

6e. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

Erwin Intermediate School makes every effort to inform all parents of meetings held at the school. Information about school meetings, activities, etc. is sent to parents in a language that they can understand. In addition, Erwin Intermediate School utilizes the services of the LEA translator who assists with written and verbal communications.

6f. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall provide such other reasonable support for parental involvement activities as parents may request.

Erwin Intermediate School makes every effort to honor parent requests as related to their involvement in their child's education. For example, parents at Erwin Intermediate School feel strongly that our school has high expectations for students in all classes. Erwin Intermediate School maintains open communication with parents and encourages input through meetings, conferences, newsletters, surveys, etc. A conscious effort is made to accommodate all reasonable requests for support by faculty members.

7. Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand. Erwin Intermediate School makes every effort to accommodate the needs of all parents.

In conjunction with the LEA, Erwin Intermediate School provides opportunities for full participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students. The school provides basic information and school reports in a format and to the extent practicable in a language that parents can understand. Erwin Intermediate presently has 14 ELL students; therefore, most notices are sent to parents of these children in Spanish. In addition, the LEA has a translator/interpreter available to assist with parental communication. Erwin Intermediate is a handicapped accessible building. No migrant students are enrolled at this time.