

Clendenin Elementary SCHOOL  
PARENT INVOLVEMENT POLICY

PART I. GENERAL EXPECTATIONS

Clendenin Elementary School agrees to implement the following requirements:

- The school will put into operation programs, activities and procedures for the involvement of parents, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school will assure that its parent involvement policies meet the requirements of section 1118 (b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 111(d) of the ESEA.
- The school will incorporate the Parent Involvement Policy into its strategic plan developed under 1112 of the ESEA.
- 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 a language parents understand.
- If the plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school district submits the plan to the state Department of Education.
- The school will involve the parents of children served by Title I Part A in decisions about how the funds reserved for parental involvement are spent.
- 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 THE SCHOOL WILL IMPLEMENT REQUIRED PARENTAL INVOLVEMENT POLICY COMPONENTS

The following components (Section 1118(a)(2), ESEA) include actions/activities which satisfy statutory requirements.

1. Clendenin Elementary will take the following actions to involve parents in the joint development of its parent involvement plan under section 1112 of the ESEA:

*Parents will serve on the Local School Improvement and PTO and participate in the development/revision of the Parent Involvement Policy.*

2. Clendenin Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

*Clendenin will host a Meet the Teacher/Open House event before school starts. This will enable students and parents to meet the teacher(s) and learn about classroom expectations. At the first PTO meeting/Open House, all teachers will conduct as part of their classroom orientation, an orientation of our Title 1 school-wide project as it relates to state and national goals. Information will also be shared regarding College and Career Readiness Standards, WVGSAs information as well as parent policies. Parents can also access a written overview of the school's strategic plan and the Parent Involvement Policy on our school website. Parents will also serve on the Strategic Planning Committee and the Local School Improvement Council.*

3. Clendenin Elementary School will provide the following necessary coordination, technical assistance, and other support in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

*The Leadership Committee will analyze student achievement data and parent surveys when determining parental involvement activities. Activities will be based on student as well as parent need. Meeting facilities, materials and equipment will be provided to the committee by the school as activities are developed and implemented.*

4. Clendenin Elementary School will take the following actions to conduct, with the involvement of parents, and annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of the school. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation of its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.
5. Clendenin Elementary School will build the school's and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
  - A. Clendenin Elementary School will provide assistance to parents, as appropriate, in understanding topics such as the following, by understanding:
    - 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 Title I Part A
    - how to monitor their child's progress, and
    - how to work with educators;

The following activities (workshops, conferences, materials) will be used.

- *Title I Annual Meeting and Open House- the Title I Team will introduce themselves, explain their roles and responsibilities, and explain the various assessments used at school.*
- *Two family nights focused on College and Career Readiness Standards and how to help students at home*

*During the school open house, teachers will share with parents ways to monitor their child's progress via progress reports and report cards and how they can work with and communicate with their child's teacher effectively through conferences, telephone calls, memos/notes as well as their child's agenda book if applicable.*

*Parents will be invited to attend conferences with teachers and other staff members during annual parent/teacher conferences, ISE Days as well as during other scheduled times throughout the school year.*

- B. Clendenin Elementary School will provide materials and training to help parents work with their children to improve their academic achievement that will foster appropriate parental involvement.

*At the first PTO meeting, the Title 1 staff or a representative of the Title 1 staff will conduct an orientation of Title 1 program delivery and assessments used throughout the school year.*

*Clendenin Elementary Informational Brochures will be available in the office and weekly class and school newsletters will go home with students.*

*"All calls," and Schoology, will be used to convey important dates and information to families in addition to traditional paper mailings and newsletters.*

*Parents will be invited to attend conferences with teachers and other staff members during annual parent/teacher conferences, on ISE Days as well as during other scheduled times throughout the school year.*

- C. Clendenin Elementary School will educate its teachers, pupil services personnel, and other staff, in how to reach out to, communicate with and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools by:

*Providing guidance to staff members on how to conduct a parent/teacher conference and how to communicate effectively with parents. This will occur on ISE Days or at other planned staff development sessions.*

*Providing guidance to staff members on how to effectively communicate with parents in writing such as report cards, progress reports, behavior slips/ Kickboard, newsletters and other forms of written communication.*

- D. Clendenin Elementary School will, to the extent feasible and appropriate, coordinate, and integrate parent involvement programs and activities with Head Start, Reading First and Parents as Teachers Program, public preschool and other programs as well as conduct other activities, such as parent resource centers that encourage and support parents in more fully participating in the education of their children by:

*Kindergarten Roundup will be held in the spring of each year with packets of materials distributed to each participating household. Students entering kindergarten along with their parents will invited to participate in PreK Move Up Day. The PreK teacher will meet and work closely with the kindergarten teachers to share information about those students who will be entering kindergarten classrooms in the fall.*

*Elkview Middle School will come to Clendenin Elementary to talk with Fifth grade students about scheduling and give them an overview of the school.*

- E. Clendenin Elementary School will take the following actions to ensure that information related to the school and parent programs, meetings and other activities, is sent to the 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:

*Parents will be provided with information regarding assessments and Schoology at the Title I Annual Meeting/Open House. This literature will be provided in an alternative format as needed and upon request. Parents will be informed of this option in the Parent/Student Handbook and verbally when appropriate.*

### PART III. ADOPTION

This Parent Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs. This policy was adopted by Clendenin Elementary School on the **19<sup>th</sup> day of August, 2023**. This Parent Involvement Policy will be in effect for the 2023-2024 school year. Clendenin Elementary School will distribute this policy to parents of participating Title I, Part A children on or before August 30, 2022.

*Angel Gurski*  
(Name of Principal)

Suzanne Hall  
(Name of Parent Representative)

8/21/23