

Utica Community Schools
Schwarzkoﬀ Elementary
Title I Parent Involvement Plan
2017-2018

Parents, staff, and the building administrator have developed this Parent Involvement Plan in accordance with NCLB. Section 1118 activities which are accomplished at Schwarzkoﬀ Elementary in the ways listed in each section.

Section 1118 (c) (1): Convene an Annual Title I Parent Meeting

An annual meeting is held which includes information for parents on:

- Title I eligibility
- What it means to be a schoolwide Title I school
- Services that are available
- Role of the Title I teachers
- The schoolwide Parent Involvement Plan
- Importance of parental involvement and the role parents play

Section 1118 (c) (2): Title I meetings with parents

Meetings are offered at times convenient for parents which include:

- Parent teacher conferences in the afternoon and evening
- Curriculum night
- Kindergarten Open House
- Kindergarten Literacy Night
- Parent/Family involvement night
- Annual Title I meeting
- Title I informational meeting
- District-wide Parent University for Title I parents
- Math and Literacy Curriculum Night

We make every effort to accommodate parents' schedules when we schedule meetings.

Section 1118 (c) (3): Involve parents in an ongoing and timely way in the Parent Involvement Plan

Parents are involved in the development of the school improvement plan and Title I Program development in the following ways:

- We share our School Improvement Plan with our parent group and incorporate suggestions from parents
- Parent surveys are in English and Arabic
- Information from parent surveys is shared through school newsletters
- The Parent Involvement Plan and School Improvement Plan are posted on the school website
- We partner with EL staff to offer quarterly meetings for parents

Section 1118 (c) (4) (A): Provide parents of Title I children timely information

Parents are provided information regarding the school programs in the following ways:

- Parent/teacher conferences
- School website
- School newsletters
- Automated phone calls
- Report cards quarterly
- Progress reports at 5 week intervals for grades 3-6
- Online access to PowerSchool
- Student handbooks
- Classroom newsletters

Section 1118 (c) (4) (B): Provide parents of Title I children a description and explanation of the curriculum

Parents are provided information about the school's curriculum, assessments, and proficiency level expectations in the following ways:

- Curriculum night
- Annual Title I meeting
- Conferences
- Kindergarten Open House
- Kindergarten Camp
- Progress reports
- Report cards
- NWEA benchmark reports
- PowerSchool
- Review MSTEP assessment results with parent group
- Literacy curriculum night
- Classroom newsletters
- Face-to-face conversations

1118 (c) (4) (C): Provide parents opportunities for regular meetings

Parents have opportunities to share suggestions, participate in decision making, and respond to any suggestions in the following ways:

- Parent surveys
- At parent group meetings
- Participate in developing and reviewing the schoolwide plan including the parent involvement policy
- Presentation of the School Improvement Plan at a parent group meeting
- Parent suggestion box
- Request meetings with teachers and/or principal
- Access to staff via email
- Soliciting of parent input at parent involvement events

1118 (c) (5): Ensure that if the schoolwide program plan is not satisfactory to parents

Parents can contact the building administrator to arrange a meeting to voice their concerns. The rationale behind the plan will be shared in addition to any research supporting the work being done. Every attempt will be made to come to a mutual agreement in the best interest of the student. The concerns will be shared with the Title I team so that adjustments can be made.

1118 (d) (1) and 1118 (d) (2) (A): With parents, jointly develop a compact and discuss the compact with parents on an annual basis

The Home School Compact was developed by stakeholders, including parents. Revisions to the compact were made based on staff and parent input. The compact is shared with parents at fall conferences. Teachers share the compact with their students. A copy of the signed compact is kept on file in the building.

1118 (d) (2) (B): Student progress is reported to parents in several different ways at a variety of time throughout the school year

- Conferences (fall and winter)
- Progress reports at 5 week intervals between report cards
- Quarterly report cards
- NWEA benchmark reports (fall, winter, and spring)
- PowerSchool
- MSTEP assessment results are sent home

- Agendas
- Weekly folders
- Informal communication (phone calls, email, face-to-face)
- Conference based on parent request

1118 (d) (2) (C): Afford parents of children receiving Title I services, access to staff and provide opportunities to volunteer, participate, and observe in the school

- Volunteer in the media center
- Classroom volunteer
- Field trips
- PTO events volunteer
- Classroom observation
- Guest readers
- Science Olympiad
- Support March is Reading Month Activities

1118 (e) (1): Provide information and assistance to parents regarding state and local academic standards and assessments

- Regular newsletters
- Inform students how to read their assessment results and encourage them to share this information with their parents
- Curriculum night allows parents to understand the expectations at each grade level
- Information regarding WIDA testing is sent home in the student's native language
- Local assessment results are discussed at conferences

1118 (e) (2): Provide materials and training to help parents work with their children at home

- Ways to help your child at home information sheets are provided in multiple languages
- Handouts and free books available to parents at Curriculum night
- Online resources used at school are made available to use at home
- Kindergarten transition backpacks are provided to families
- Take home literacy book bags with reading strategies for parents to use with their children
- Summer reading and math activities

- Engage parents in the curriculum at the Literacy and Math nights
- March is Reading month activities for parents to do with their child

1118 (e) (3): Educate staff in the value and utility of parents' contributions

Schwarzkoﬀ Elementary values parental involvement and is open to finding ways to increase parent involvement. There will be specific professional development devoted to educate staff on ways to reach out to parents, to communicate with parents, and to build relationships between the parents and the school. Continued conversations will be part of a staff meeting or district professional development day.

1118 (e) (4): Coordinate and integrate parent involvement programs and activities with other programs that encourage and support parents in more fully participating in the education of their children

Coordination with other programs for parent involvement includes:

- We coordinate GSRP and tuition based preschool programs with Kindergarten programming
- C.A.R.E. is a resource for parents and students in need of social/emotional support
- Coordination with Lutheran Social Services of Macomb County for interpreters and assimilation into American culture
- Kiwanis donates backpacks and school supplies
- Knights of Columbus supports the LIFE skills classes
- Assisting parents with local and state resources
- Provide vision and hearing screening to students
- Adult education at the district level is available

1118 (e) (5): Inform parents in a language and format they can understand

Information is shared with parents in a language and format they can understand.

Examples include:

- Interpreters available for parent/teacher conferences
- Handouts are made available in multiple languages
- Acronyms are spelled out and explained
- Academic language and information is explained at conferences
- EL teachers are available to translate
- Language line translation service is available

1118 (e) (14): Provide other reasonable support for parental involvement activities

Schwarzkoﬀ Elementary makes every eﬀort to accommodate parent requests to ensure that students and parents' individual needs are met to foster parent involvement. Requests can be made directly to the building administrator for consideration.

1118 (f): Provide full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children

Parents with limited English proficiency: Communication is provided through the use of translators or the language line as needed. Handouts are available in multiple languages. We are exploring resources that will allow telephone messages to be delivered in multiple languages that represent our community.

Parents with disabilities: Our building is ADA compliant for those with physical disabilities. We utilize the services of the Macomb ISD to assist parents who may have hearing or visual impairments. Every eﬀort will be made to provide large print or braille when needed.

Parents with migratory children: We will meet with the family to discuss the transition and oﬀer ways to support their child during the absence. Academic resources will be made available for parents to take with them to help their children. When the children return, a meeting will be held to help make the transition back to the school easier. We will bring the family up to date on school activities, reassess the child if necessary, and provide necessary services.