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*Revised April 2023*

## **Paragon Elementary School's Parent Involvement Policy and School-Parent Compact**

**Our Mission:** We, at Paragon Elementary, are committed to working together to provide a quality learning environment in which all children can learn and develop to their maximum potential.

### **Policy Involvement Components**

Paragon Elementary School pledges to:

1. invite all parents by way of telephone, newspaper, or social media to an annual meeting/open house to inform parents of the school's participation in Title I, Part A, and of their rights to be involved. Distributed packets will include the Parent Involvement Policy and School-Parent Compact, Parent Right to Know document, links to Indiana Academic Standards, descriptions of the curriculum in use, and an outline of school assessments. Parents not in attendance will receive the above information sent home with students or additionally upon enrollment.
2. offer a flexible number of meetings. Transportation, child care, or home visits may be provided with funds available under this part as such services relate to parental involvement.
3. involve parents in an organized, ongoing, and timely way, in the planning, review and improvement of parent programs, including the joint development of our Title I Parent Involvement Policy and Compact. This will be accomplished through PTO meetings, open house, surveys, annual meetings, parent meetings, or through school distribution.
4. encourage the school's PTO to continue to survey parents for talents and interests to share with the school.
5. provide parents access to (via virtual or in-person conferences, newsletters, social media, open house, annual meeting, and upon parent request):
  - A. timely information about school programs.
  - B. an annual conference with teachers on their child's progress, along with reviewing and distribution of the Parent Involvement Policy & School-Parent Compact as related to the individual child's achievement.
  - C. school performance profiles, such as ILEARN, NWEA MAP, NWEA MAP for the Primary Grades, progress monitoring, and IREAD results.
  - D. individual performance profiles, such as student report cards and assessment results, using BAS I/II, Lexia (for primary students), PreK parent reports, and/or other progress monitoring data, along with an interpretation of the results.
  - E. a description and explanation of the curriculum used in the school (including PreK Early Learning Foundations), the forms of assessment to measure student progress, and the proficiency levels students are expected to meet, in parent friendly terms.
6. provide, if requested, the opportunity for parents to attend regular meetings (such as parent/teacher conferences, PTO meetings, and parent workshops) to formulate suggestions, review and distribute the Parent Involvement Policy and School-Parent Compact, share experiences with other parents, and participate, as appropriate, in decisions relating to the education of their children.
7. provide timely responses to parents' suggestions and offer other reasonable support for parental involvement as soon as practicably possible under section 1116 of Title I, Part A of the Elementary and Secondary Education Act of 1965.
8. provide informal opportunities for parents to share with other parents through appropriate interactions possibly including field trips, musical programs, grandparents' night, classroom projects, workshops, awards ceremonies, classroom parties, and convocations while maintaining a safe environment through routine background checks.
9. submit any parent comments on the schoolwide program plan, under section 1114 (b) (2) of Title I, Part A of the Elementary and Secondary Education Act of 1965, if the plan is not satisfactory to the parents of participating children, once the school makes the plan available to the local educational agency (LEA)

### **Building Capacity for Involvement**

Paragon Elementary School pledges to:

1. provide assistance to parents in understanding such topics as the Indiana's College and Career Ready Standards and student academic achievement standards by way of conferences, assessment information sheet, and/or an open house/annual meeting.
2. assist the parent in monitoring and working with educators to improve the performance of the child via conferences, phone calls, family access, email, and contact on applications including Remind or Class Dojo, and/or notes.
3. provide materials and training to help parents work with their children to improve their children's achievement by providing, as requested, web links, workshops, resources from an in-school or digital parent resource center, literacy and math education, and/or in using technology to foster parental involvement.
4. communicate with Head Start and pre-kindergarten teachers on incoming students to share students' and parents' needs via meetings and written/verbal correspondence with the classroom teacher or Title I Coordinator.
5. invite Head Start and pre-kindergarten students to Kindergarten Orientation or other virtual introduction.
6. ensure information related to school and parent programs, meetings, and other activities will be sent home in the language spoken at home. Information on the language spoken at home will be gathered from enrollment forms and parent surveys.
7. send home information on high school equivalency examination information, as requested by parents on a bi-annual parent survey.
8. refer parents to other resources, administrators, or Head Start as needed or requested.
9. coordinate and integrate parent involvement programs and activities with Head Start, the Home Instruction Programs for Preschool Youngsters, and public preschool, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.
10. provide home-school communication through parent notes, newsletters, surveys, take-home book programs, emails, online reporting, all calls, contact on applications including Remind or Class Dojo, or school web pages as appropriate.
11. develop appropriate roles for community based organizations, businesses, and parents through appropriate interactions possibly including activities, field trips, guest speakers, career awareness, and community projects, as permitted under health department requirements.
12. plan parenting education workshops, parent-student workshops, and/or information sessions upon request.
13. distribute and collect parent surveys and evaluations at an Annual Meeting for workshops, programs, activities, and Title I end-of-year review for the content and effectiveness of the Parent Involvement Program to help improve academic quality.
14. provide other reasonable support for parental involvement activities as parents may request.
15. review and distribute the Parent Involvement Policy & School-Parent Compact through PTO meetings, conferences, Open House/Annual Meeting, and/or sent home with students.
16. educate educators 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 by way of staff meetings, professional development, PTO meetings, etc.

### **Accessibility**

In carrying out the parental involvement requirements, to the extent practical, 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 Title I, Part A of the Elementary and Secondary Education Act of 1965 in an understandable and uniform format and including alternative formats upon request, and to the extent practical, in a language parents understand.

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## **Paragon Elementary School-Parent Compact**

### **As a teacher I agree to:**

1. use research-based, high quality curriculum to address student learning needs, student learning styles, and Indiana College and Career Ready Standards while providing high quality small group instruction in an effective learning environment to meet the state's student academic achievement standards.
2. participate in professional development opportunities that improve teaching and learning.
3. welcome parents to the classroom by providing opportunities to volunteer and participate in their child's class, and by promoting shared responsibility in achieving educational goals.
4. use parent meetings, newsletters, all calls, emails, etc. to ensure parents are fully informed of school policies.
5. share classroom and school activities and information with families and the community through the school website, social media, and/or local newspaper.
6. make certain that all parents know how to contact the school and Title I staff via phone calls, email, digital applications, and face-to-face communication.
7. respond to parents' requests for information about their students in a timely fashion.
8. conduct Parent-Teacher Conferences during which the School-Parent Compact shall be discussed as the compact relates to the individual child's achievement.
9. provide parents with frequent, regular, and accurate assessments of students' progress by way of phone calls, report cards, progress reports, e-mails, family access, contact on applications including Remind or Class Dojo, and arranged conferences as needed.
10. treat all students and parents fairly, with respect and compassion.
11. have high expectations for myself, the school, and my students by encouraging lifelong learning.

### **As a parent I agree to:**

1. monitor homework completion and television watching while expecting good study habits at home and school.
2. encourage a positive attitude about school by ensuring regular school attendance and arriving on time, with proper materials and assignments completed.
3. keep open lines of communication with my child and the school by encouraging positive use of extracurricular time.
4. participate, as appropriate, in decision-making ideas relating to my child's education.
5. take advantage of opportunities for open communication with teachers and school staff by volunteering in, participating with, and/or observing my child's classroom activities, attending Parent-Teacher Conference, and taking part in special school functions.
6. read all correspondence from the school and respond in a timely fashion concerning the well-being and educational activities of my child.

### **As a student I agree to:**

1. follow the "Six Pillars of Character."
2. attend school regularly and ask for help when needed.
3. ensure that messages between my teachers and parents are received as soon as possible.
4. complete assigned homework and class work and always try to work to the best of my ability by coming to school prepared to participate.