

**Reed Elementary**  
**Title 1**  
**Parent Involvement Policy/Plan**

When and how Title 1, Part A requirements will be explained to parents.

- Share Title 1 Schoolwide Program (Annual meeting, Open House)
- Program Elements: P.I., P.D. (Annual meeting, Open House), Copies of our building's allocation of funds is kept in the S.I.P. notebook in the main office.
- Teacher Qualifications (shared at Open House, Partnership conferencing.)
- Share School Report Card (Open House, Partnership conferencing, OSPI website, copy in S.I.P. notebook.)
- Share Student Progress (Reed's monthly newsletter, progress reports sent home to parents by teacher, Partnership conferencing, Recognition assemblies.)
- Share Parent Involvement Policy/Plan and School Compact (Signed off at partnership conferencing, copy in S.I.P. notebook, printed in Student/Parent Handbook.)

How and when additional meetings will be held.

- Share P.I. School Calendar with parents (Monthly newsletter, Copy of Calendar in S.I.P. notebook in main office.)
- As needed/requested.

How parents will be involved in planning, review and improvement of this policy/plan.

- Title 1 Contact staff and P.I. coordinator will collaborate meetings throughout the school year.
- Parent reps. on SCDM and SIP team.
- Parent Survey's
- School Partnership Action team.
- Copy of policy/plan kept in S.I.P. notebook in the main office.

How parents will be provided information about the Title 1 Part A program throughout the year.

- P.I. curriculum, assessment, meetings (Partnership conferencing, PIC meetings, Monthly newsletter.)
- Newsletters, phone calls, classroom fliers, Family Math/Reading/Writing/ activities planned throughout year.
- Recognition Assemblies.
- Representative(s) on District's PIC Team.

How parents may request meetings, provide suggestions, and participate in decisions related to their children's education.

- Partnership Conferences
- Phone calls to teachers
- Newsletters/Bi-cultural newsletters
- Parent Perception Surveys (Goal is to give 4x a year.)
- Climate survey's

How school personnel will respond to parent's requests and suggestions.

- Phone calls
- Notes home
- Newsletters
- Community Meeting Places
- Home visits

How parents will be involved in the development of the school/parent compact.

- School Calendar
- Partnership conferences
- Parent reps. on SCDM and SIP Team
- Parent Involvement Coordinator

Ways parents may be more effectively involved with school personnel in improving their children's academic achievement.

- Parent classroom visits
- Parents volunteering in the school
- Parent Involvement Activities and trainings to be offered throughout the school year
- Establish a resource room for parents to use
- Develop Home Environments (Parent Involvement Liaison)
- Recognition Assemblies/Family Night Celebrations

How school personnel will distribute information to parents and help them understand the state's academic achievement standards and assessments.

- Back to School Night/Open House
- Family Math/Reading/Writing/Science Activity Nights
- Recognition Assemblies
- Monthly Newsletters
- Fliers
- Teacher progress monitoring reports sent home
- Access to OSPI website, TPS website (in parent resource room/library)
- WASL data etc. updated and kept in S.I.P Notebook in main office
- Trainings offered to parents

How and when materials and training will be provided to parents to help them assist in their children's academic achievement.

- Six Types of Parent Involvement Handout (available in main office, given at Open House/Back to School Night, Parent Partnership conferencing, copy kept in SIP notebook)
- Parent Involvement /Family Activity Nights

How training will be provided to building staff to help them work in partnership with parents.

- Staff review parent surveys and compare data from Parent Perception data Survey
- Assess for needs and resources
- Reed partnering with the District's School Family and Community Partnership Program to match building needs and parent wants with community resources
- Family Liaison to help with surveys and trainings
- Information/trainings to be passed on to staff via email, handouts, staff meetings/waiver days/workshops.

Coordination with other programs within the building that also require parent involvement, including early childhood programs.

- SCDM meetings
- SIP meetings
- School Partnership Action Team
- Parent Involvement Coordinator

- PIC Team
- Family liaison

How information will be sent to parents.

- Fliers, handouts, newsletters, requests, based upon parent surveys (translations made as necessary to meet the different needs of Reed's population.)
- Jennie Reed Website
- Telephone calls

