

**Bucyrus Elementary School
Bucyrus City School District
School Parent Involvement Plan
2017-2018**

We are committed to a quality educational program that values parental involvement. We recognize that parents play a very important role in their children's education and take every opportunity to foster the relationship between school, parent, and child. Bucyrus Elementary prides itself in our dedication to our students, families, community, and to lifelong learning

Bucyrus Elementary School recognizes that:

- A child's education is a responsibility shared by the school and family during the entire time the child spends in school.
- To support the goal of the school to educate all students effectively, the school and parents must work as knowledgeable partners.
- Although parents are diverse in culture, language, and needs, they are an integral component of a school's ability to provide for the educational success of their children.
- Engaging parents is essential to improving student achievement.
- The school should foster and support active parental involvement.

PART I. SCHOOL PARENT INVOLVEMENT PLAN REQUIRED COMPONENTS

A. Bucyrus Elementary will jointly develop/revise with parents the school parent involvement plan and distribute it to parents of participating children and make available the parent involvement plan to the local community.

Activity	Date Due	Contact person
Distribute draft plan to parent involvement committee and staff		
Parent involvement meeting to review draft		
Final draft		
Adopt final draft		
Include final plan in school newsletter, school website, information packets, and parent center		
Submit final plan to District office		

B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

Activity	Date Due	Contact person
Orientation and Open House		
Annual Public Meeting/Title 1 meeting (State of the Schools)		
District website		

C. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;

Activity	Date Due	Contact person
Written policies included in the student handbook		
Parent/student signature handbook signature pages		
Information distributed during P/T conferences		

Follow up to parents who do not attend the conference		
Attendance sheets maintained		
PTO Parents		
Math Night		
Literacy Night		

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, school wide under section 1114 and the process of the school review and improvement under section 1116.

Activity	Date Due	Contact person
Parent Involvement meeting to review and revise plan		
School Improvement Letters sent home		
Parental Involvement Meetings/Strategic Planning Meetings		

E. Provide parents of participating children –

- a. timely information about programs under this part;
- b. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and
- c. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

Activity	Date Due	Contact person
Open House/Orientation to discuss curriculum, parent involvement, expectations		
Bi-monthly newsletter to parents about curriculum and school activities		
Parent Information/Family Packets distributed (contains contact info., web page addresses, tips on how to be involved in your child's education, curriculum information)		
Membership drive for PTO		
Volunteer surveys sent to parents		
Volunteer log maintained and distributed to teachers		
Teacher planning time available for parent conferences to discuss concerns		

F. If the school wide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Activity	Date Due	Contact person
Final plan posted to public and available for parent comments		

G. Bucyrus Elementary will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center available on the Ohio Department of Education website.

Activity	Date Due	Contact person
Smoke Signals		
School website		
Orientation		

PART II REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parent involvement plan, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child’s achievement;
- Provide frequent reports to parents on their children’s progress; and
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child’s class and observation of classroom activities.

Activity	Date Due	Contact person
Parent teacher conferences held at least twice a year		
Sign in sheets to file		
School parent compact signed		
Contact all parents that did not attend conferences to sign school parent compact		
School parent compact available in handbook		
Access to grades using Power School		
4 ½ week progress reports via PowerSchool		
Teacher contact info is published in Parent Informational Packets		
Chaperone field trips		
PTO membership drive		
Coach Pee Wee Sports and cheerleading		
Judge contests		
Volunteer as needed		
Volunteer surveys distributed		
Volunteer list distributed to teachers		
Volunteers contacted regarding experiences and contacts		
Serve on committees as needed		
Participate in Bucyrus Education Foundation		
Parent Involvement Survey		
Math Night		
Literacy Night		

BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part

- a. Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, 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 this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

Activity	Date Due	Contact person
Curriculum information sent home in Family Information Packets		
4 ½ week progress reports via PowerSchool		
PowerSchool		
Parent teacher conferences		
Student Handbook		
Smoke Signals		
Parent reporting forms (DRA, DIBELS, CBM, DIAGNOSTICS, BRI)		

b. 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;

Activity	Date Due	Contact person
Bi-monthly newsletters with curriculum information and suggestions		
PowerSchool training		
Serve on Strategic Planning Committees		
ESL services		
21CCLC		
Parent center located in lobby and materials available in library media center		
NCLB Title 1 meeting		

c. Shall educate teachers, pupil services personnel, principals, and other 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;

Activity	Date Due	Contact person
Quarterly staff bulletins containing parent involvement information		

d. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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;

Activity	Date Due	Contact person
Parents should read with their child for 20 mins/5 days/week		
Student Handbook		

e. 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 parents can understand;

Activity	Date Due	Contact person
Notices regarding specific events sent home		

Smoke Signals/Updates		
Email newsletters		
Translations of text		
School Improvement letter mailed home		
Twitter		
Facebook		
District Website		

f. Shall provide such other reasonable support for parental involvement activities under this as parents may request.

Activity	Date Due	Contact person
PowerSchool training		
Email newsletters		
Volunteer opportunities (PTO)		

g. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

h. May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training;

i. May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

j. May train parents to enhance the involvement of other parents;

k. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;

l. May adopt and implement model approaches to improving parental involvement;

m. May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;

n. May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and

PART III ACCESSIBILITY REQUIREMENTS

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

Activity	Date Due	Contact person
Translators at conferences and meetings		
Transportation arrangements		
Home language survey		
Migrant survey		
Access to buildings and grounds		

PART IV ADOPTION

This Bucyrus Elementary Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent Involvement Plan was developed by Bucyrus Elementary on _____ (date) and will be in effect for the period of the 2017-2018 school year. The school will distribute this Parent Involvement Plan to all parents of participating Title I children and make it available to the community on or before _____ (date)

(Signature of Title I Authorized Representative)

(Date)

These people were involved with the development of this document:

These parents were involved with the development of this document: