

School Parent Involvement Plan

Lakeland Elementary Title I Parent Involvement Plan 2017-18

Lakeland Elementary is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as children’s first teachers. Their support for their children and for the school is critical to their children’s success at every step along the way.

Part I. School Parent Involvement Plan Required Components

1. **Lakeland 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Development and revisions of the plan will take place at the Spring Parent Advisory Committee meeting.	The Spring meeting will be held in May after school or in the evenings to help ensure parental involvement	<u>Judi Sprung</u> , Coordinator of Supplemental Programs

2. **Lakeland Elementary** will 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
All parents will be invited to attend the fall annual meeting where parents will be informed of the program requirements and right of the parents to be involved.	Fall	<u>Judi Sprung</u> , Coordinator of Supplemental Programs

3. **Lakeland Elementary** will offer a number of flexible meeting options, 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
All parents will be invited to attend the fall annual meeting where parents will be informed of the program requirements and right of the parents to be involved.	Fall	<u>Judi Sprung</u> , Coordinator of Supplemental Programs

4. **Lakeland Elementary** will involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, schoolwide under section 1114 and the process of the school review and improvement under section 1116.

5. **Lakeland Elementary** will provide parents of participating children –
- timely information about programs under this part;
 - 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
 - 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.

Action/Activity a., b.	Date/Dates	Contact Person(s)/ Responsible
The annual meeting will be held in the fall. Parents will be given the option to attend the meeting and where an explanation of the curriculum, academic assessment used to measure progress and proficiency levels students are expected to meet.	fall	<u>Judi Sprung</u> - Coordinator of Supplemental Programs

Action/Activity c.	Date/Dates	Contact Person(s)/ Responsible
If parents request regular meeting to formulate suggestions and to participate in decisions relating to the education of their children.	Planned as needed	<u>Judi Sprung</u> - Coordinator of Supplemental Programs

If the schoolwide 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.

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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Fall and spring conferences will be held to discuss compacts and child's progress.	Fall and spring	<u>Judi Sprung</u> - Coordinator of Supplemental Programs <u>Gretchen Baumgarn</u> -Lakeland Elem. Principal

Part III. 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Academic standards and assessments will be shared at annual the fall meeting.	Fall and spring	<u>Judi Sprung</u> - Coordinator of Supplemental Programs <u>Gretchen Baumgarn</u> - Lakeland Elem. Principal

- 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Training will be provided to help parents work with their children to improve student achievement.	Fall	<u>Judi Sprung</u> - Coordinator of Supplemental Programs

- 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Cultural liaisons	Throughout the year	<u>Judi Sprung</u> - Coordinator of Supplemental Programs <u>Gretchen Baumgarn</u> , Lakeland Elem. Principal
Work with parents as equal partners- school/home compacts	Fall conferences	Building cultural liaisons
Annual Meetings	Fall and Spring	

- 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Transition plan from preschool to	spring	<u>Judi Sprung</u> - Coordinator of Supplemental

kindergarten with the Early Childhood program		Programs Jodi Wambake- ECFE Coordinator
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- 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Information related to school and parent programs, meetings, and other activities, is available to parents in English, Somali, and Spanish.	Throughout the school year	<u>Judi Sprung</u> - Coordinator of Supplemental Programs <u>Gretchen Baumgarn</u> - Lakeland Elem. Principal

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

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Reasonable support will be developed as needed.	Throughout the school year	<u>Judi Sprung</u> - Coordinator of Supplemental Programs <u>Gretchen Baumgarn</u> - Lakeland Elem. Principal

Part IV. 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 of children with limited English proficiency, parents of 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.

Action/Activity	Date/Dates	Contact Person(s)/ Responsible
Information related to school and parent programs, meetings, and other activities, is available to parents in English, Somali, and Spanish.	Throughout school year	<u>Judi Sprung</u> - Coordinator of Supplemental Programs

Part V. Adoption

This **Lakeland 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.

Judi Sprung, Coordinator of Supplemental Program

Signature of Title I Authorized Representative

Date: _____

*This template of a District/School Parent Involvement Plan has been developed by combining two documents, the modified version of the sample provided in the U.S. Department of Education Parental Involvement Guidance and the sample of the School Parent Involvement Plan provided by Minnesota.

