

**Galax Elementary School
Parent Involvement Policy 2016-2017**

Galax Elementary School jointly developed this parental involvement policy in consultation with school personnel, community members, and parents and adopted in on October 2016. This policy was distributed to parents of participating children and to the extent practicable, provided in a language the parents can understand. This policy shall be made available to the local community by the Galax City Public School division's Web page and a copy will also be available in the main office of the school. If the Title I plan is not satisfactory to the parents of participating children, the Galax City School division will submit any parent comments with the application when the plan is submitted to the state. This parent involvement plan will be updated annually to meet the changing needs of parents and the school.

Part 1. POLICY INVOLVEMENT

Galax Elementary School in conjunction with the Galax City Public Schools Division will:

1. Convene an annual meeting each October to notify all parents of their school's participation in Title I and to explain the requirements of Title I and to explain the requirements of Title I, and the right of the parents to be involved;
2. Offer a flexible number of meetings. A schedule of this year's meetings can be found in Appendix A;
3. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school's parental involvement policy and the joint development of the schoolwide program plan (if applicable);
4. Provide parents of participating children:
 - Timely information about Title I programs;
 - 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;
 - 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 practicably possible; and,
5. If the schoolwide program 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. (if applicable)

Part 2. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

SCHOOL-PARENT COMPACT

The Galax Elementary School and the parents of the students participating in activities, services, and programs funded by Title I, Part A, of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the school staff, and students will share the responsibility for improved student academic achievement. Also, the means by which the school and parents will build and develop a partnership that will help children achieve the state's high standards.

This school-parent compact is in effect during the 2016-2017 school year.

REQUIRED SCHOOL-PARENT COMPACT PROVISIONS

School Responsibilities

Galax Elementary School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state's student academic achievement standards as follows:
 - Curricular expectations are placed on the school and its faculty and staff by both central office and school level administrators
 - Efforts are focused on ensuring the alignment of the written, taught and tested curricula. The common benchmark testing provides a system of checks and balances as well as frequent classroom observations provide the basis for professional dialogue between administration and teachers focusing on improvement of instruction.
 - A high degree of coordination of the curriculum occurs across subjects and within grades, across grade levels, and among teachers within and across grade levels through lead teacher, grade level teacher, and subject teacher meetings.
 - Internal on-line lessons and pacing guides are developed and used by teachers in and across grade levels which are discussed during common planning time.
 - High quality staff is recruited, trained, placed and supported in the school as evidenced by a 100% high quality teacher employment rating.
 - Best-practice strategies are emphasized in staff development and data-driven decision making is used in the selection of specific programs. Follow-up monitoring is conducted by the principals and central office staff to ensure implementation of and fidelity to the practices and programs that are to be used.
 - A spectrum of opportunities for teachers and principals to improve their skills and master new ones is provided through professional organizations and conferences.
 - Distractions on teachers and principals unrelated to instructional goals are minimized.
 - Resource use, such as time, staff and money, is aligned with curricular goals based upon administrative data analysis.
 - Monitoring of classroom instruction by the principals is required.
 - Early and targeted intervention is provided for students who need additional assistance such as, but not limited to, coaching, after/during/before school sessions, one-on-one or small group instruction.

2. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held:
 - October 27, 2016 and January 26, 2017 and as requested by parents or teachers.
3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
 - Four times yearly: Progress Reports
 - Four times yearly: Report Cards
 - Phone calls as necessary
 - Emails as necessary
4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
 - Open House
 - Back to School Night
 - Parent/Teacher Conference Days
 - Upon request: Before and After School and Planning Time
5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:
 - Notices of any programs such as awards assemblies are sent home in students' folders and book bags.
 - Special days are designated for parents to come to school for lunches and breakfasts.
 - Parents may observe classrooms when special activities are planned.
 - Open House, Back to School Nights, and parent-teacher conferences are scheduled for parent's convenience.
 - Parents are asked to volunteer for STPO sponsored activities and to chaperone class trips.
 - Families are invited to events such as the Back to School picnic and Winter Carnival.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring amount of television our children watch
- Volunteering in my child's classroom
- Participating, as appropriate, in decisions relating to my child's education.
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as Parents for a Powerful Education Committee.

Additional Required School Responsibilities (requirements that schools must follow, but optional as to being included in the school-parent compact)

The Galax Elementary School will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
2. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.
3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.
4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

Part 3. BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, Galax Elementary School and Galax City Public School Division assisted under this part:

- shall provide assistance to parents of children served by Galax Elementary School and the Galax City Public School Division, as appropriate, in understanding such topics as the state's academic content standards and state student academic achievement standards, state and local academic assessments; also monitor a child's progress and work with educators to improve the achievement of students through progress reports, report cards and phone/email messages as necessary;
- shall provide materials and training to help parents work with their children to improve individual achievement, such as literacy training and using technology, as appropriate, to foster parental involvement through designated STPO meetings, programs for parents regarding literacy training and the use of technology and through offering resources on the GCPS home Page;
- shall educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents at leadership meetings and school improvement meetings; and how to communicate and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school through STPO Meetings, home visits, and phone/email contact;
- shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start shall encourage and support parents in more fully participating in the education of their children;
- 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 that is practicable and in a language that parents can understand;
- shall provide such other reasonable support for parental involvement activities under this section as parents may request.
- May provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;
- 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;
- May adopt and implement model approaches to improving parental involvement.

Part 4. ACCESSIBILITY

Galax Elementary School to the extent practicable shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, in a format that is practicable and in a language that parents can understand.

Appendix A:

August 11, 2016

August 26, 2016

October 27, 2016

January 26, 2017

Monthly PTO meetings

Open House

Back to School Picnic

Parent/Teacher Conferences

Parent/Teacher Conferences