

# POTTER JR. HIGH SCHOOL PARENTAL INVOLVEMENT POLICY

Potter Junior High School believes in a positive home-school connection, and parental involvement in school activities and governance. The school has developed a written parental involvement policy with input from parent groups such as PTA, ELAC, and School Site Council to increase parental awareness and opportunity on campus. The policy is contained within the Single Plan for Student Achievement, distributed to parents, and can be found on the school website.

## **Involvement of Parents**

To involve parents at Potter Junior High School, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. The meeting will occur as part of our Back to School Night Program or scheduled jointly with a School Site Council Meeting (SSC).
- The school offers a flexible number of meetings for parents, such as meetings in the morning or evening.  
Parents are provided input as to preferred meeting times.
- The school provides parents of Title I students with timely information about Title I programs. This occurs through the Title I Parent Meeting, PTA meetings, SSC, Back to School Night, ELAC meetings
- The school provides parents with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet. During Back to School Night, parents are provided with an overview of the curriculum, assessments, and expectations in each class.
- If requested by parents, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children. Parents are encouraged to attend our annual Parent Conferences in October to check progress and set goals for their children. Teachers are also available by phone or email to schedule meetings.

## **School-Parent Compact**

Potter Junior High School distributes to parents a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. The compact is distributed annually, before the start of school. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

## **Building Capacity for Involvement**

Potter Junior High School engages parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children. Potter Junior High School also provides parents with materials and training to help them work with their children to improve their children's achievement.
- With the assistance parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners. Staff is regularly informed of the supportive nature of our parent groups and is encouraged to participate in PTA. The work of our parent groups is invaluable to the success of Potter Junior High School as they are integral stakeholders and primary advocates for their children.
- The school distributes Information related to school and parent programs, meetings, and other activities to parents in a format and language that the parents understand. All communication is provided in English and Spanish. Translation services are also provided to parents in their home language.

## **Accessibility**

Potter Junior High School provides opportunities for the participation of all parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language which parents understand. All communication, written, verbal and oral are provided to parents in both English and Spanish. Translators are provided to non-English speaking parents when needed. Potter Junior High School also works with our Migrant Education office to bridge communication and provide academic assistance to and other school related resources to families.