

John S. Gillett Intermediate School
Parental Involvement Policy
 2018-2019

In support of strengthening student academic achievement, John S. Gillett Intermediate School has developed jointly with, agreed on with, and has distributed to, parents of participating children a written parental involvement policy that contains information required by section 1118(a) (2) of the Elementary and Secondary Education Act (ESEA) (Campus-wide parental involvement policy). The policy establishes John S. Gillett Intermediate School's expectations for parental involvement and describes how John S. Gillett Intermediate School will implement a number of specific parental involvement activities – all of which are incorporated into the Kingsville Independent School District's plan. This plan may be submitted to the State Educational Agency (SEA) upon request.

PART I. GENERAL EXPECTATIONS

John S. Gillett Intermediate School agrees to implement the following statutory requirements:

- John S. Gillett will establish programs, activities and procedures for the involvement of parents with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, John S. Gillett Intermediate School will work to ensure that the required school-level parental involvement policy meets the requirements of section 1118(b) of the ESEA, and will include a school-parent compact consistent with section 1118(d) of the ESEA.
- John S. Gillett Intermediate School will incorporate this campus wide parental involvement policy as part of the district's LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, John S. Gillett Intermediate School will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children to include: providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format, including alternative formats upon request, and in a language parents understand.
- John S. Gillett Intermediate will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the campus level.
- John S. Gillett Intermediate will be governed by the following statutory definition of parental involvement, and expects to carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, to include ensuring—

- (A) *that parents play an integral role in assisting their child's learning;*
- (B) *that parents are encouraged to be actively involved in their child's education at school;*
- (C) *that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF HOW JOHN S. GILLETT INTERMDIATE SCHOOL WILL IMPLEMENT REQUIRED DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. John S. Gillett Intermediate will take the following actions to involve parents in the joint development/revision of its district wide parental involvement plan under section 1112 of the ESEA:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Announce and hold a public meetings (at different times to accommodate both working and non-working parents) about this policy and how they can join in the development of this plan. They will be advertised through flyers, phone calls, or posted on the district website. 	Sign in sheets and recorded suggestions	Fall 2018
<ul style="list-style-type: none"> Review and add input to draft at coordinated SBDM committee meetings 	Participant Input	Fall 2018 Spring 2019
<ul style="list-style-type: none"> Adopt Policy 	District-Wide Survey	Yearly

2. John S. Gillett Intermediate School will offer the following necessary coordination, and other support in providing effective parental involvement activities to improve student academic achievement and school performance:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> John S. Gillett will provide 5th Grade Math Strategies and Techniques 	Surveys	Fall/Spring 2018/2019
<ul style="list-style-type: none"> Schedule meetings with principal to address VIP parental involvement strategies 	Number of volunteer participation at each campus, yearly report	Ongoing
<ul style="list-style-type: none"> Use “Open House” opportunity to invite parents to classes, sessions, and to invite parents to be actively involved in their students’ learning 	Responses from parents, number of participants responding	Each Fall
<ul style="list-style-type: none"> Encourage staff at John S. Gillett to share with parents the parent workshops and sessions available to them in community 	Principal comments	Ongoing

3. John S. Gillett Intermediate School will coordinate and integrate parental involvement strategies in “Part A” under the following other programs through the following activities:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Assist to initiate and build support for a parent teacher organization (PTO) club at John S. Gillett 	Number of increased participants in the PTO	Fall 2018/Spring 2019
<ul style="list-style-type: none"> Parents will be encouraged to be involved in all extra-curricular activities 	Principal/parent comments	Ongoing

4. John S. Gillett Intermediate School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). John S. Gillett Intermediate School will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

ANNUAL EVALUATION PROCEDURES	PERSON RESPONSIBLE	ROLE OF PARENTS
<ul style="list-style-type: none"> Conduct an Annual Community Survey Meeting to address concerns and revise parent policy 	Liaison/Director/ Parents	Input on evaluation, participation at meetings Suggestions for Improvement

5. In order to ensure effective involvement and a strong partnership with parents and community, John S. Gillett Intermediate School will build capacity for strong parental involvement through the following activities described below:

- A. John S. Gillett Intermediate School will provide assistance to parents of children in understanding topics such as the following, by undertaking the actions described in this in the table which follows-
- the State's academic content standards,
 - the State's student academic achievement standards,
 - the State and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child's progress, and
 - how to work with educators:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Staff will explain academic standards and assessment to parents; principal will explain Part A requirements at annual Title I meeting 	Parent Comments	Ongoing
<ul style="list-style-type: none"> Administrator from KISD will provide workshops/meetings for parents on academic standards and assessments 	Parent responses, survey	Fall 2018/Spring 2019
<ul style="list-style-type: none"> Provide ideas to parents on monitoring their child's progress and/or how to work with educators in parent sessions offered by having literature/Director available at John S. Gillett Intermediate 	Parent responses, survey	Ongoing
<ul style="list-style-type: none"> Provide information to parents on how to work with their child's teacher 	Surveys	Yearly

<ul style="list-style-type: none"> Provide workshops/literature for parents on helping their child succeed in school and helping with homework 	Parent responses	Ongoing
<ul style="list-style-type: none"> Distribute booklets to parents on information in English/Spanish on assisting their child at home 	Parent responses, survey	Yearly

B. In order to improve children's academic achievement, John S. Gillett Intermediate School will provide materials and training to help parents work with their children.

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Encourage LEP parents to attend Basic, Intermediate and Advanced English Literacy classes offered by the Kleberg County Adult Literacy Council at Family Life Center 	Each parent will be evaluated by the Kleberg County Adult Literacy Staff at end of course.	Ongoing
<ul style="list-style-type: none"> Offer CIS, MCH, and other activities for parents to learn valuable lessons with their children with the assistance of the Parental Involvement Program at John S. Gillett Intermediate School Offer any other type of assistance through Federal Programs Director 	Parent responses; survey	Ongoing

C. John S. Gillett Intermediate School will educate its teachers, pupil services personnel, and other staff in: "How to reach out to, communicate with, and work with parents as equal partners and the value and utility of contributions of parents" by:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Having parents/staff who have participated in state or regional conferences share their learning of latest strategies and research 	Teacher and Principal comments Evaluation forms	Yearly
<ul style="list-style-type: none"> Staff will receive training via faculty Meetings/professional development 	Staff comments	Yearly
<ul style="list-style-type: none"> Liaison/ Director will be available for extra training in this area as needed 	Teacher and Principal comments	Ongoing

D. John S. Gillett Intermediate School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other organizations, conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by implementing the following actions:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Parent liaison will meet with academic counselor, Migrant recruiter and program directors on coordinating services Literacy at the Family Life Center 	Principal evaluation	Bi Weekly

<ul style="list-style-type: none"> The parental involvement director will work in coordination with MCH programs to increase parent participation. 	Survey	Ongoing
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E. John S. Gillett Intermediate School will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Liaison will assist with translation of information provided to parents verbally and in writing 	Survey	Ongoing
<ul style="list-style-type: none"> Solicit assistance from parent ESL literacy students for translation in other languages School personnel will be available for translation of meetings, programs, and activities; and will ensure the translation of this policy upon request 	ESL Parent comments Parent Comments	As needed At each activity, conference, and as needed

PART III. DISCRETIONARY PARENTAL INVOLVEMENT POLICY COMPONENTS

John S. Gillett Intermediate School’s Parental Involvement Policy includes additional activities that the school district, in consultation with its parents, has chosen to undertake to build parents’ capacity for involvement in the school to support their children’s academic achievement, such as in the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents; in order to maximize parental involvement and participation in their children’s education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- adopting and implementing model approaches to improving parental involvement;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Working with local businesses and the community on providing opportunities for assistance 	Number of increased volunteers and increased support from businesses in local area	Each Fall, Spring

<ul style="list-style-type: none"> • Home visits to encourage student attendance • Parents may participate in staff training and share the information learned at local and state conferences • Liaison will greet and visit with parents to encourage parental involvement and promote activities 	<p>Number of increased participants and/or new parents</p> <p>Principal/staff comments</p>	<p>Each Fall during the Community Fair/ and as needed</p> <p>Yearly</p>
<ul style="list-style-type: none"> • Liaison will work with PTO/PTA groups to ensure continued parental involvement 	<p>Survey</p>	<p>Several times a year</p>
<ul style="list-style-type: none"> • Collaborate with local faith-based organizations to provide information on services available and provide informational flyers to distribute 	<p>Feedback from local Faith Based Organizations</p>	<p>Ongoing</p>
<ul style="list-style-type: none"> • Liaison will serve as support for PROJECT KEEP conferences: Transportation will be offered to parents who do not have the means of transportation. 	<p>Increased parent-teacher conference contacts</p>	<p>Fall 2018</p>

PART IV. ADOPTION

John S. Gillett Intermediate School’s Parental Involvement Policy has been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs.

This policy was adopted by John S. Gillett Intermediate School and will be in effect for the period of one year. John S. Gillett Intermediate School will distribute this policy to all parents of participating Title I, Part A children on or before October 2018.

Please Cut Along Here ↑ ***and return bottom portion (or entire page) to John S. Gillett Intermediate School.***

I have received a copy of the 2018-19 KISD John S. Gillett Intermediate School’s Parental Involvement Policy Handbook.

Print Your Child’s Name: _____

Campus: **JOHN S. GILLETT INTERMEDIATE SCHOOL**

Parent Signature: _____

Date: _____

Phone Number: _____