



**Northview  
Elementary School**

## ***Northview Title I Parent Involvement Policy***

Northview Elementary intends to follow the parental policy guidelines in accordance with No Child Left Behind Act of 2001 as listed below. Northview Elementary School will distribute this policy to parents of students participating in the Title I program and be updated periodically.

- Convene an annual meeting – an annual parent information meeting will be held each year in the month of August. Such meeting will include an overview of Parents Right to Know, Home/School compact, current programs, and partnerships.
- Explain the requirements and the rights of the parents to be involved – A copy of the Parents Right to Know will be included in the program packet and be reviewed during the meeting. A question and answer session will follow in addition to a survey distributed requesting additional feedback.
- Offer a flexible schedule of meetings – meetings and parent development opportunities will be offered both before, during, and after school.
- Involve parents in an organized, ongoing, and timely way to plan, review, and improve programs – Parents will be invited to parent committee meetings in the spring to review Home/School compact, discuss programs and policies, offer suggestions, and make recommendations for following year.
- Parents will be provided information regarding their student in a timely manner. Every student will be part of PowerSchool. Parents can access students' grades, lunch menus, notes for parents, and teacher comments any time via the Internet. The school website will post a monthly newsletter.
- Parents will be provided a description and explanation of curriculum to be used: Specifically, K-5 teachers will be using Rigby, Literacy by Design as a reading curriculum. Teachers in grades 3-5 will use leveled readers from Fountas and Pinnell during the 90-minute reading block.
- Students will have three benchmark assessments during the school year. In addition, teachers will progress monitor each student based on individual academic needs. Students in grades 2-5 will participate in NWEA assessment, Skills Navigator, Stars, IRead 3 (3<sup>rd</sup> grade only) and ISTEP+.

- Students falling below benchmark will be progress monitored bi-weekly.  
Students meeting benchmark will be progress monitored monthly.
- Parents will be given benchmark expectations for their student and a report will be provided showing student performance.
  - Parents will be given opportunities to attend meetings throughout the year to discuss possible programs and to offer suggestions. Parents will be part of Title I, program, textbook adoption, and School Improvement Plan committees. Parents will also be given opportunities to participate in case conferences and parent-teacher conferences
  - Parent involvement activities will be offered at Northview Elementary School. The content of these activities will be based upon the needs of parents and school improvement goals. Material is also provided home through newsletters and teachers make request to parents to be actively involved and available to help in the classrooms.
  - Northview works with local organizations and churches to host Kids Hope in our school. Mentors are partnered with at risk students.
  - Northview Elementary School uses staff meetings, email correspondence, grade-level meetings, and teacher professional development to share information and educate staff on how to build ties between home and school.

Coordinating and integrating, as appropriate, parent involvement with Head Start, Even Start, Parents as Teacher Programs, and public preschool programs.

- There are four orientation sessions held in March for students wanting to attend preschool. Entering students participate in Brigance Age Level Testing for placement screening. Preschool students and families participate in Family Fridays that occur four times a year.
- Any child that receives early intervening services through First Steps is referred to the Office of Exceptional Education by their 30 month of age. A transition meeting is held with the parent, First Steps Coordinator, and the Director of Exceptional Education to review the child's progress and inform the parent of their rights. It is the obligation of the Local Education Agency, Mississinewa Community Schools, to have evaluated, Case Conferenced, and offered Special Education Services to the family prior to the child's third birthday if the child is found eligible for the areas of disability according to Article VII. Services vary dependent on the child's needs and goals along with what the family prefers and can include Special Needs Preschool (half-day), Full Day Preschool, or walk-in services that are included in the child's Individual Education Plan.

- Once a child that is preschool age (3-5) is found eligible for Special Education services and signed permission is granted by the family, the Office of Exceptional Education will invite the family to trainings and case conferences. The family is always contacted via phone or email to schedule case conferences, and notices are also mailed home to families. Various training and information meetings occur throughout the year including Autism Parent Support Group Meetings and Family Fun Nights. This information is shared with families via newsletters that are handed out by their child's Teacher of Record, mailed home, advertised within the building and in the community.

Ensuring, to the extent possible, that information sent home is in a language and form parents can understand.

- Northview Elementary School will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parent of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

Developing appropriate roles for community-based organizations and businesses and encouraging partnerships with elementary, middle and high schools.

- Northview Elementary School currently works with the following community-based organizations and businesses to encourage partnerships: Department of Child Services, Grant County Probation, Kids Hope, Gas City Fire Department, Gas City Library, Brookhaven Church, Family Services, We Care, Life Center Counseling, and Township Trustees – Well

### **RESPOND TO ANY PARENT SUGGESTION AS SOON AS PRACTICALLY POSSIBLE**

Building level and Central Office Administration handle parent suggestions, concerns, and request for information from parents. Documentation of request, concern, or suggestions will be kept on file at Central Office along with the resolution.

Any comments indicating parent's dissatisfaction with the school Title I program must be collected and submitted along with the Title I application for Grant to the Indiana Division of Compensatory Education.

### **SCHOOL-PARENT COMPACT**

Northview Elementary School provides each parent a school-parent compact that outlines what each party is to do to support student achievement are given to each family. Signed copies are kept on file in the school office.