

School Parental Involvement Policy

In support of strengthening student academic achievement, Marrero Academy for Advanced Studies encourages parental involvement of the students participating in the activities, services and funded by Title I, Part A of the Elementary and Secondary Education Act. This parental involvement policy has been developed jointly with, agreed on with, and distributed to, parents of participating children containing information required by section 1118b of the Elementary and Secondary Education Act (ESEA). This policy will define and outline the responsibility of the administration, faculty and staff to partner with the parents for improved academic achievement of the students and allow them to be successful in achieving the State's high standards.

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PART I. GENERAL EXPECTATIONS

Marrero Academy agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents 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 language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- The school 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 1 percent reserved goes directly to the schools.
- The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

- The school will be governed by the following statutory definition of parental involvement, and will 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, including 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 SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

- 1. Marrero Academy will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:**

Parents will be invited to attend the PTO meeting where the Parent Involvement Policy will be discussed. The PTO meetings will be held four (4) times within the academic year. Parents will be invited to make suggestions for additions, deletions, changes, etc.

- 2. Marrero Academy will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:**

Parents will receive the School-Parent Contract by means of the communication folder (received 9/3/13) as well as on the school website.

- 3. Marrero Academy will 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 time convenient for 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 all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:**

- *Parents will be invited to attend P.T.O. meetings that are held four (4) times a year. At the first meeting of the year, the parents will be introduced to the Title I, Part A program and will have the opportunity to submit their input.*

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4. Marrero Academy will provide 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 by:

- *Parents will receive a Marrero Academy Parent/Student Handbook as well as the Jefferson Parish Schools Policies and Procedures Handbook at the beginning of the school year. In these two documents, the parent will find the explanation of the academic assessment, the school's curriculum, as well as the levels of proficiency that their child is expected to meet. These documents are also available online for viewing at any time.*
- *Teachers also communicate their individual curriculum, expectations and assessment procedures to the parents at Open House.*
- *The academic standards and achievement testing standards will be discussed at the testing night held during the second quarter of the school year.*
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5. Marrero Academy will at 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 by:

- *Parents are invited to attend the four (4) PTO meetings per year.*
- *PTO members will be given the opportunity to vote on expenditures.*
- *Parent/Teacher conferences are scheduled two(2) times per year.*
- *Individual parent conferences may also be held upon request any time a need arises.*

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6. Marrero Academy will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

- *The school will send copies of the state test results to the parents or guardians.*
- *Student information regarding state assessments can also be found on Parent Portal.*
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7. Marrero Academy will take the following actions to 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) by:

- *Should there be a need, when a student has a non-highly qualified teacher for four (4) or more weeks; the parent will receive notification on the school's letterhead.*

8. Marrero Academy will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described below

- *The state's academic content standards, the state's student academic achievement standards and the state and local academic assessments including alternate assessments will be addressed at the Testing Meeting held during the second quarter of the school year.*
- *The requirements of Part A of Title I requiring Parental Involvement will be posted on the website, as well as discussed at the PTO meetings as needed.*
- *Parents will monitor their child's progress through the Parent Portal available on through the Jefferson Parish School System. In addition, each child is sent home with their communication folders each week with progress reports to help them monitor their child on a regular basis.*
- *Parents will have access to the Parent Portal, the individual teacher/subject wikis, the Weekly News and email communication.*
- *Parents will be informed via email about upcoming parent workshops that could apply to their child and their possible needs.*

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9. Marrero Academy will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:

- *Parents are encouraged to attend the Open House held during the first part of the school year.*
- *Parents are encouraged to check the individual subject wikis on the website.*
- *The school website is available to inform parents of the activities of the school.*
- *Students and parents are given information in their weekly communication folders.*
- *Homework Hotline information provided via email.*
- *Links to additional websites that are beneficial for students' academic achievement and success are available on the school website, as well as individual class wikis.*

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10. Marrero Academy will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- *A wide variety of opportunities are available for parents to be involved in their child's academic experience. These include but are not limited to:*
 - *Meet and Greet*
 - *Open House*
 - *PTO*
 - *Bake sales*
 - *Field Trips*
 - *Grand Day*
 - *Literacy Night*
 - *SnuggleUp and Read*
 - *Field Day*
- *Parents are informed of these activities by means of the communication folders, monthly newsletter, Weekly News, and calendar information posted on the website.*

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11. Marrero Academy will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- *Parents will be informed of activities that can benefit Preschool children by email or fliers placed in the communication folder.*

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12. Marrero Academy will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

- *Parents will be informed via email allowing informing of the meetings, programs and activities that are being held at the school.*
- *Administration will attempt to acquire all emails associated with each student so that the information can be appropriately and adequately disseminated.*

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for 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;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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PART IV. ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by sign-in sheets from P.T.O meeting and parent emails suggesting possible additions, deletions and revisions.

This policy was adopted by the **Jefferson Parish** on _____ and will be in effect for the period of the 2013-2014 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before **Friday, September 6, 2013 (on school website).**

(Signature of Authorized Official)

(Date)