

Academy at Carrie F. Thomas Elementary Parental Involvement Policy

	Requirement	Timeline	Activity	Evaluation Measure(s)
1.	Participation in parent involvement policy development	End of 1 st semester	Involve parents in policy development through... • Survey comments 1 time per semester • Distribute at registration, inviting comments	• Campus policy • Written parent suggestions
2.	Participation in decision making for Title I Program	All year	Involve parents in planning, implementing, and evaluating Title I Program: • PTA Meetings • SBDM meetings	• SBDM • Agenda
3.	Communicate program information to all parents	Fall PTA meeting	Provide information about : 1. Participation in Title I 2. Program Description • Available Technology • Spanish speaking Educational Assistant/Parent Liaison • Adult English classes • Parent Workshops • Planners for communication between parents and teachers	• Calendar of parent activities and sign in sheet of participation. • Schedule of staff development.
			3.State and local assessments and expectations for student proficiency • Student reports • Conferences • Testing data	• Parent Conferences • Letters to parents • State reports
			4. Provide communications about meetings, parent programs and other activities in a language that is understandable • Spanish • English	• Notes home to parents

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4.	Shared responsibility for student achievement	Registration	Utilize the school/parent compact 1. Develop 2. Distribute at Registration 3. Evaluate in September. Revise for fall registration.	• Compacts • Surveys
5.	Build capacities of all parents	All year	Assist parents in understanding 1. State academic contents (TEKS) 2. State academic achievement standards (STAAR) 3. Ways to monitor progress 4. Ways to work with teachers to improve achievement Provide training and materials to parents to help them work with their children. • English classes for Non English speaking parents • Parent Conferences • Parent Workshops	• Parent Conferences • Parent Workshops • Sign in sheets • Weekly assignment sheet • Class registrations
6.	Build capacities of staff	Aug. to May	Design training (with parents) to build staff's capacities to communicate with parents, to value parent contribution, and to reach out to parents	• Sign in sheets
7.	Coordinate and integrate Title I parent program with other parent programs	Aug. to May	Coordinate parent involvement under Title I with Head Start, Even Start, Title III, 21 st Century, Communities in Schools • Information about other programs is sent home to parents to encourage participation.	• Parent training schedules • Session evaluations • Budget records

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8.	Ensure smooth transition for students and families into Kindergarten and from 5 th grade to Middle School.	January March to Aug	Middle school and elementary counselors arrange school visit for 5 th graders in December; the middle school conducts a summer camp for incoming 5 th graders; all course registration for 6 th grade is completed with counselor guidance in spring semester for 5 th graders. Provide early registration for incoming Kindergarten students; Meet the Teacher night; PreK 3 and 4 year program also provided on campus for eligible students	<ul style="list-style-type: none"> • Trip to middle school • Sign in sheets • Preregistered students for 6th grade • Pre-registered students • Sign in sheets • PreK attendance
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OVERVIEW

As per Public Law 107-110, the *No Child Left Behind Act*, the Academy at Carrie F. Thomas has adopted the following policy to ensure that the staff coordinates all possible programs to provide quality services to our children and families and to afford parents substantial and meaningful opportunities to participate in the education of their children.

Our goal is to maximize opportunities for all parents to participate in ways that will help all children to be successful in the meeting the State's academic content and academic achievement standards. In addition, we strive to provide opportunities for parents to assist us in maximizing our students' potential to become successful citizens upon completion of their public school careers.

To reach our goal, the staff and representative parents have drafted the following policy outlining the ways in which parents are encouraged to participate in the life of the school and the ways we will reach out to parents

REQUEST FOR SUGGESTIONS

The staff at the Academy at Carrie F. Thomas Elementary invites parents to offer suggestions for improving our efforts to involve parents in meaningful ways. Please call Sabrina Lindsey at (817) 547-3000 or email her at sabrina.lindsey@birdvilleschools.net to give us your suggestions or to discuss opportunities for you to work directly with us.