

# Sterling Elementary

## School Parent Involvement Plan

Parents, staff, and the building administrator have developed this Parent Involvement Plan in accordance with ESSA Section 1116 activities which are accomplished at Sterling Elementary in the ways listed in each section.

<b>ESSA Section</b>	<b>Ways in Which Standish Elementary Staff Accomplish these Activities</b>
<b>1116 (c) (1)</b> Convene an Annual Title I Parent Meeting at a time convenient to parents to inform parents of the Title I requirements and their right to be involved	An annual meeting is held which includes information for parents on: Each year Sterling Elementary holds a Title I Parent Meeting in the fall to inform parents about eligibility for Title I and services that students will be receiving.
<b>1116 (c) (2)</b> Offer flexible number of meetings at times convenient to parents and provide transportation, child care, or home visits as it relates to parent involvement	Meetings are offered at times convenient for parents and if needed, transportation, child care, and home visits can be arranged: Parent Teacher Conferences are provided in afternoons and evenings. Home school visits are arranged if parents cannot attend at regular times. Sterling Elementary holds parent nights, parent trainings, back to school nights and Parent Teacher Conferences where child care is provided.
<b>1116 (c) (3)</b> Involve parents in an ongoing and timely way in the planning, reviewing, and improvement programs under Title I, including the development of the Parent Involvement Plan and schoolwide Plan	Parents are involved in the development of the school improvement plan and Title I Program development in the following ways: An annual evaluation of the parental involvement plan will be conducted with parents using the parent survey and parent feedback at PTC meetings, and family night surveys. Barriers to greater parental involvement will be identified (such as limited English, limited literacy, economic disadvantage, disability, etc.) and strategies to improve parental involvement will be implemented. Each year the School Compact, School Improvement Plan and Curriculum guide is reviewed by our school improvement team which includes parent representatives. The documents are also presented and reviewed at PTK Meetings.
<b>1116 (c) (4) (A)</b> Provide parents of Title I children timely information	Parents are provided information regarding the school programs in the following ways: School programs are presented in a back to school newsletter, Back to School nights/open houses, Kinder Camp, and through our school websites. Monthly classroom and building newsletters are distributed regularly.
<b>1116 (c) (4) (B)</b> Provide parents of Title I children a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure progress, and the proficiency levels students are expected to meet	Parents are provided information about the school's curriculum, assessments, and proficiency level expectations in the following ways: Parents are provided a curriculum at Kindergarten round up, back to school nights, and Parent Teacher Conferences. Parents are updated on student progress throughout the year and data is shared that compares norms to the child's progress.
<b>1116 (c) (4) (C)</b> Provide parents of participating Title I students opportunities for regular meetings to formulate suggestions, to participate in decision making as it relates to their child's education,	Parents have opportunities to share suggestions, participate in decision making, and respond to any suggestions in the following ways: Sterling Elementary provides parents with many opportunities to share thoughts and ideas. Parents are surveyed at Parent teacher conferences. They also have the opportunity to complete a survey online and through their email that was provided in Skyward. This feedback is shared with staff to make each program

and to respond to any suggestions as soon as possible	better.
<b>1116 (c) (5)</b> Ensure that if the schoolwide program plan is not satisfactory to parents of participating students, submit any parent comments on the plan when the school makes the plan available to the Local Education Agency	If parents are not satisfied with the school improvement plan or programs, they have opportunities to make comments by: The plan is available on the School website. If parents do not agree with the plan they are invited and encouraged to participate in the planning meetings.
<b>1116 (d) (1)</b> Jointly, with parents, develop a compact that outlines how the entire school staff, parents, and students will share the responsibility for improved student academic achievement	The Parent/School Compact was developed at Sterling Elementary during our School Wide Transition planning. The current School Compact is reviewed each year and updated with feedback from all stakeholders during School improvement meetings and PLC days. PLC meetings are held regularly. The Compact is reviewed with all parents during Parent Teacher Conferences, and sent home with report cards for anyone that did not attend Parent Teacher Conferences
<b>1116 (d) (2) (A)</b> Include a schedule for Elementary Parent/Teacher Conferences, at least annually, during which the Compact will be discussed with parents as it relates to the individual child's achievement	The Parent/School Compact will be shared annually at Back to School night/Open House and again at the first Parent/Teacher Conferences each fall. This is an opportunity for the parents and the teacher to share ways in which they can jointly support the child's learning at home and school.
<b>1116 (d) (2) (B)</b> Provide frequent reports to parents on their child's progress	Student progress is reported to parents in several different ways at a variety of time throughout the school year including: <ul style="list-style-type: none"> <li>a) Work sent home weekly</li> <li>b) Mid Marking Period progress reports</li> <li>c) IEP progress reports</li> <li>d) Report cards at the end of each Marking Period</li> <li>e) Parent teacher conferences held twice per year</li> <li>f) NWEA Benchmark reports in ELA &amp; Math</li> <li>g) BAS Benchmark reports in ELA</li> <li>h) Parent access to grades/progress on Skyward</li> <li>i) AR progress reports</li> <li>j) M-Step reports</li> <li>k) Grade level parent meetings as needed</li> <li>l) Standards-based report cards (early el.)</li> </ul>
<b>1116 (d) (2) (C)</b> Afford parents of children receiving Title I services, reasonable access to staff, opportunities to volunteer, and participate in their child's class, and observation of classroom activities	School staff ensure parents have access to communicate with them about their child's education in a variety of ways including: Parents are encouraged to use email, phone contacts and face to face contact to communicate with teachers and administration about the student's progress. Parents are invited in to volunteer in the classroom and on field trips throughout the year. Parents are organized to help on Field Days, Holiday parties and special events. Parents are also encouraged to participate in Sterling Elementary PTK.
<b>1116 (e) (1)</b> Shall provide assistance to parents served by the school in understanding the State's academic content standards, the State and Local assessments, and how to monitor their child's progress	School staff annually shares the State's content expectations with parents, the state's annual assessment (M-Step) with parents, and how to monitor their child's progress. <ul style="list-style-type: none"> <li>a) Core Curriculum standards sheet available and reviewed with parents at each grade level</li> <li>b) Assessment data explained and reviewed at Parent Teacher Conferences</li> <li>c) Progress reports sent home mid Marking Period with updated data</li> </ul>

	<p>d) Report Cards are sent home each Marking Period</p> <p>e) Skyward parent portal accessible to parents (upper el.)</p> <p>f) Website Posting core curriculum for each grade level and subject in parent friendly language</p> <p>g) BAS Reading Level charts sent home with report cards</p>
<p><b>1116 (e) (2)</b> Shall provide materials and training to help parents work with their children at home to improve their children's achievement</p>	<p>Staff will provide parents with appropriate materials and offer training in our school to enable them to support their child's academic progress. These include:</p> <ul style="list-style-type: none"> <li>a) Sterling Elementary Library - Leveled reading books</li> <li>b) Classroom leveled readers</li> <li>c) Open House/ Back to School Night</li> <li>d) Parent Center Resources; Books, Cd's, DVD's, Pamphlets, News Letters</li> <li>e) How to Help Your Child Be Successful newsletter</li> <li>f) Parent Training Nights: Math Night &amp; ELA Night</li> <li>g) On-line resources</li> </ul>
<p><b>1116 (e) (3)</b> Shall educate staff in the value and utility of parents' contributions. Staff shall receive guidance in ways to reach out to parents, to communicate with parents, to coordinate and implement parent involvement programs, and to build relationships between the parents and the school</p>	<p>On-going professional development for staff on effective ways to increase parent involvement occurs annually.</p> <ul style="list-style-type: none"> <li>a) PLC days - Covering what works with parents and how to engage them in their child's learning</li> <li>b) Parents Feedback on surveys</li> <li>c) Parent feedback from Parent Teacher Conferences</li> <li>d) SIP Goals and Strategies all include a Parent Involvement component</li> <li>e) Parent involvement power point is shared with staff annually</li> </ul>
<p><b>1116 (e) (4)</b> Shall coordinate and integrate parent involvement programs and activities with other programs that encourage and support parents in more fully participating in the education of their children</p>	<p>Coordination with other programs for parent involvement includes:</p> <ul style="list-style-type: none"> <li>a) District Technology Committee</li> <li>b) School Improvement Team</li> <li>c) Building Leadership Team</li> <li>d) National Honors Society/ NJHS - providing childcare</li> <li>e) District School improvement Team Collaboration</li> <li>f) Community Mental Health</li> <li>g) Local Law enforcement- School Liaison Officers, Probation Officers</li> <li>h) ISD - school psych, counselors, autistic consultant, OTPT, speech and school Social Worker</li> </ul>
<p><b>1116 (e) (5)</b> Shall ensure information is shared with parents in a language and format they can understand</p>	<p>Information is shared with parents in a language and format they can understand. Examples include:</p> <ul style="list-style-type: none"> <li>a) Information that is distributed at Back to School/Open House Night/Kinder Camp is given in Parent Friendly language, free of acronyms and jargon</li> <li>b) Information that is distributed at Parent Nights (Math Night &amp; ELA Night) is given in parent friendly language, free of acronyms and jargon</li> <li>b) Forms may be modified in a foreign language when needed</li> <li>c) Parent friendly language is used in the Classroom, Building and District newsletters</li> </ul>
<p><b>1116 (e) (14)</b> Shall provide other reasonable support for parental involvement activities as parents may request</p>	<p>Parents are provided with other reasonable support such as:</p> <ul style="list-style-type: none"> <li>a) School Improvement Team - has an ongoing parent members</li> <li>b) Title I Parent meeting Survey</li> <li>c) Back to School Night Feedback</li> <li>d) Schoolwide transition training</li> <li>e) Parent input on school forms - parent compact, curriculum standards</li> </ul>

	<ul style="list-style-type: none"> <li>f) Afterschool tutoring survey and summer school tutoring survey</li> <li>g) Monthly Parent Teacher Committee meeting feedback</li> <li>h) On-line resources</li> </ul>
<p><b>1116 (f)</b> Shall provide full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children</p>	<p>Staff provide opportunities for full parent participation:</p> <ul style="list-style-type: none"> <li>a) Back to School night</li> <li>b) Title I Information night</li> <li>c) Family Nights</li> <li>e) Parent Teacher Conference Meetings</li> <li>f) Volunteer opportunities</li> <li>g) Disabled parents will be given access to appropriate materials/equipment as requested</li> <li>h) Non-English speaking parents will be given access to materials in their native language as requested</li> </ul>