

## **Title 1 Parent Involvement Policy**

Burriss Laboratory School intends to follow the parental policy guidelines in accordance with No Child Left behind Act of 2001 as listed below. Burriss Laboratory school will distribute this policy to parents of students participating in the Title 1 program and be updated periodically.

### **Policy Guidelines**

- Convene an annual meeting.
  - Burriss Laboratory School will convene an annual Title 1 meeting.
- Offer a flexible schedule of meetings.
  - We will hold one annual Title 1 meeting in the morning and one annual Title 1 meeting in the evening in order to reach more families. The meetings will be held in Burriss Laboratory School Auditorium.
- Explain the requirements and the rights of the parents to be involved.
  - School-Parent Compact
  - Parents must fill out and turn in the volunteer form on the Burriss Laboratory School website.
- Involve parents in an organized, ongoing, and timely way to plan, review and improve programs such as parental involvement policy and schoolwide policy
  - Parents of students in Title 1 will be invited to attend the annual Title 1 meeting.
  - Parents will be provided with surveys to fill out to express their opinions on what is working well and what may need changed.
  - Parents will be invited to a meeting to participate in updating the parental involvement policy and parent school compact.
- Provide the parent of participating students with
  - Timely information
    - Parents of students in Title 1 will receive Title 1 progress reports once a month.
    - Parents of students in Title 1 will receive e-mails and/or flyers about upcoming educational events and opportunities.
  - Description and explanation of curriculum to be used
    - A brief description of curriculum will be done at the annual Title 1 meeting
    - Curriculum is available to view per request.
  - The forms of academic assessment used to measure student progress
    - NWEA benchmarks will be used
    - Curriculum based assessments will be used
  - Proficiency levels that students are expected to meet
    - NWEA proficiency level are listed on NWEA reports and will be discussed at parent teacher meetings.
    - Parents can request a parent meeting to discuss proficiency levels on an assessment.
  - Opportunities for decision-making related to the education of their children
    - Parents will be invited to attend parent teacher conferences.
    - Parents may meet with Title 1 and/or classroom teachers when requested.

- Parents receive information regarding their student's school assessments results at parent teacher conferences and/or it is mailed home.
  - Provide materials and training on how parents can improve their child's achievement
    - Title 1 will maintain a library of materials that parents can check out. The materials will provide support for parents on how they can help their student.
    - Parents can schedule a meeting with staff to learn about Canvas and Powerschool.
  - Educate school staff on how to build ties between home and school
    - Teachers will attend professional development.
    - Teachers collaborate to create opportunities for parents to be involved in their student's education.
  - Coordinating and integrating, as appropriate, parent involvement with Head Start, Even Start, Parents as Teachers Program and public preschool programs
    - Burris will be invited to Head Starts informational night and hand out flyers to parents about Burris.
  - Ensuring, to the extent possible, that information sent home is in a language and form parents can understand.
    - Burris will try to translate parent communications to the parent's native language when possible.
- Burris Laboratory School will respond to any parent suggestions as soon as practicably possible.
- Burris Laboratory School will provide other reasonable support for parental involvement at parents' request.