

Bill Metz Elementary School

Title I Parent Involvement Policy

SCHOOL-PARENT COMPACT

Bill Metz Elementary School (a school-wide Title I school in which all students participate in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act) and parents agree that this compact outlines how the improved academic achievement of each student is a responsibility shared by the entire school community, including the school district personnel, Bill Metz Elementary staff members, community members, and parents (as defined for purposes of this policy to include guardians and all members of a student's family involved in the student's education). The compact will describe the procedures and practices by which the school and parents will build and develop a partnership that will help children achieve Colorado's high standards.

School Responsibilities

Bill Metz Elementary will:

Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

- Engage in high-quality professional development in order to provide increasingly more effective instruction
- Follow curriculum that is systematically revised to reflect alignment with Colorado State Content Standards, Colorado Basic Literacy Act, and Colorado Assessment Frameworks in Reading/Writing, Math, and Science
- Engage in effective, systemic, explicit, standards-based instruction leading to increasingly higher student achievement
- Follow a school-wide assessment process that includes screening, progress-monitoring, and benchmarking to identify students who may need additional interventions to reach benchmarks
- Provide diagnostic assessment in reading to determine specific needs of students not making adequate progress
- Provide small group and/or one-on-one prescriptive support (in-class or out-of-class) for all students with identified needs.
- Provide whole class, group, and individual counseling for all students
- Provide Summer Reading Academy for identified students who are not reading at grade level

Hold parent-teacher conferences once each semester during which this compact will be discussed as it relates to the individual child's achievement.

- Conferences will be held on Tuesday and Thursday evening from 4:00 pm-7:00 pm prior to the end of the first and third quarter school year. Parents unable to attend during established times, will be contacted individually to set an alternative time for a conference

- Dates of these conferences will be published in the district school calendar, the Metz Messenger weekly news packet, and personal appointment letters sent through the Metz Messenger
- Meet yearly with parents to develop an Individual Literacy Plans (ILP) for students who are not reading at grade level. Meetings to be held prior to the end of the school year

Provide parents with frequent reports on their children's progress.

- First and third quarter progress reports occur during Parent/Teacher conferences with second and fourth quarter written report cards
- Inform parents of all formal assessments
- Weekly letters informing parents of classroom activities
- Personal telephone contact as needed
- Spanish translation provided for parents who speak only Spanish
- Comment area on weekly Metz Messenger packet
- Inform parents about accommodations planned and provided during CSAP testing

Provide parents reasonable access to staff.

- Conferences may occur at the request of parents and/or teachers by appointment at any time throughout the school year
- Deliver telephone messages to teachers when teachers are not available for immediate contact
- Hold a Fall Open House within the first month of the school year
- Hold yearly informational meetings related to the Colorado Basic Literacy Act (CBLA), the Colorado Students Assessment Program (CSAP), and No Child Left Behind (NCLB)
- Provide each parent with a Student/Parent Handbook at the beginning of each school year which include all pertinent information

Provide parents opportunities to volunteer and participate in their child's class and to observe classroom activities

- Provide a Family Involvement Coordinator
- Maintain an open door policy for parents to visit and/or volunteer in classrooms
- Family Fun Nights held three times a year to encourage parents and their children spend informal time together at school and to develop personal relationships with teachers
- Invite and encourage Marsh Elementary School families and children to attend Metz Family Fun Nights and Cinco De Mayo festivities
- Encourage and recruit parents to participate in the School Improvement Team with personal phone contact, personal letters, and public announcement in the Metz Messenger

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Recognizing the positive impact of consistent attendance and 8-10 hours of sleep at night.
- Participating in decisions relating to my child/ren's education.
- Staying informed about my child's education and communicating with the school by reading all notices (Metz Messenger newsletter, classroom reports, special notices, etc.) from the school or the school district either received by my child or by mail and responding, as appropriate

- Participating in my child's classroom, to the extent possible including visiting, participating with and volunteering
- To the extent possible, serving on or volunteering to help the School Improvement Team
- Supporting Family Fun Night, and attending school sponsored events such as awards assemblies, classroom activities, academic and extracurricular events
- Providing positive academic support through homework assistance
- Attending Parent/Teacher conferences and remaining in contact with my child's teacher
- Pick up homework assignments when my child misses school

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- Follow and apply the three school wide rules: Everyone has a right and responsibility to learn; everyone has a right to his/her personal space and property; and everyone has a right to be safe at school
- Show respect to all teachers
- Turn in completed homework assignments
- Read on our own 20-30 minutes daily
- Work on study skills and study habits
- Personal responsibility for attendance – be gone only for illness or emergency
- Complete and turn in homework when absent
- Practice math facts daily
- Maintain positive attitude
- Participate in clubs, organizations, and activities when possible
- Know and apply all three school rules

Additional Required School Responsibilities

In addition, Bill Metz Elementary will:

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 program.

Provide information to parents in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.

Provide information to parents 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.

On 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.

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).

Further School Responsibilities

To help build and develop a partnership with parents to help their children achieve the state’s high academic standards, Bill Metz Elementary will:

- Recommend to the local educational agency (LEA), the names of parents of participating children of Title I, Part A programs who are interested in serving on the State’s Committee of Practitioners and School Support Teams.
- Work with the LEA in addressing problems, if any, in implementing parental involvement activities in section 1118 of Title I, Part A.
- Work with the LEA to ensure that a copy of the SEA’s written complaint procedures for resolving any issue of violation(s) of a federal statute or regulation of Title I, Part A programs is provided to parents of students and to appropriate private school officials or representatives.

This School-Parent Compact was developed by the Bill Metz Elementary School Improvement Team and included input from parents, students (Metz Student Council), teachers, and administration.

_____	_____	_____
School	Parent(s)	Student
_____	_____	_____
Date	Date	Date

(PLEASE NOTE THAT SIGNATURES ARE NOT REQUIRED)