

Amberly Elementary School
Portage Public Schools
TITLE I SCHOOL PARENT INVOLVEMENT POLICY

The entire staff of Amberly Elementary School believes the education of each child is a partnership between the parents/guardians, the student and the school staff. This partnership is documented in the Amberly Elementary Home-School Compact that is discussed with signed by students, parents/guardians and staff at the start of each school year. The Amberly School Community believes active parent/guardian involvement greatly enhances student success and a positive school atmosphere. Therefore, continual opportunities for parent involvement are provided continuously throughout the school year.

Policy Guidelines

- **Annual Grade Level Parent-Teacher Curriculum Meetings** are held within the first two weeks of school. At these meeting parents/guardians meet the teacher, learn about grade level content area expectations and benchmarks, classroom procedures and expectations, how to contact the classroom teacher and opportunities to volunteer in the classroom.
- **School Wide Open House** is held within the first month of school. This is an opportunity for students and parents to meet and visit with the classroom teacher, encore teachers, administration and PTO leaders. Parents/guardians also have the opportunity to sign up to volunteer for the many PTO sponsored activities and committees.
- **Annual Title One Fall Parent/Guardian Meeting** is held annually each fall. At this meeting the following information will be shared with parents/guardian:
 - Introduction of all Title One support personnel, administration and contact information shared.
 - Explanation of the criteria used in student selection.
 - Description of researched based intervention programs that will be used with students receiving Title I services.
 - Explanation of the differing levels of parent involvement opportunities throughout the year.
 - Discussion and training for parents/guardians on how to use the Parent Involvement Lending Library.
 - Discussion of before and after school support programs available to students.
 - Discussion of Leveled Literacy Home School Baggie Book Program.
 - Introduction of One Minute Reader Program.
 - Discussion of upcoming parent meetings and conferences.
- **Title One Parent Representative sits on the Amberly Forum**. The Amberly Forum is comprised of representative parents/guardians and staff. The purpose is to review and discuss progress on school improvement, invite discussion, brainstorming and clarification of possible miscommunications and to insure all constituents are properly and accurately informed of school and school district initiatives/issues. The Amberly Forum continually maintains a focus on the following indicators of school quality: instructional program, support for learning, school climate and parent/guardian school relationships.
- **Explanation of and Signing of the Amberly Home-School Compact** is done annually with all students and with parents at Fall Parent-Teacher Conferences.
- **Individual Student Fall, Winter and Spring DIBELS Performance Profiles** are sent home with all students along with a letter written explaining assessments to parents/guardians.
- **Monthly Parent/Guardian Newsletters include:** The Amberly Advantage (school newsletter), APT News & Notes (PTO newsletter), Media Center News (updates on new books and opportunities to be involved via the Media Center) and the Reading Connection and Home & School Connection (purchased commercially via Resources for Education).

- **Weekly and/or Bi-weekly Classroom Newsletters:** Classroom and/or Grade Level Newsletters focus on review of recently studied curriculum, previews upcoming curriculum to be study, assignment due dates and general communication regarding classroom/grade level activities.
- **Baggie Book Program:** Parents meet one on one with a reading specialist to learn the program and the importance of their role in this home-school reading initiative.
- **PTA Informative Speaker Meetings** occur every-other month in the evening. At these meetings topics to inform and foster greater home-school partnerships are shared. Examples include: brain research and development, meeting student sensory needs, reading strategies to use at home, superintendent forum.
- **Reading Support (Title One) Individual Student Progress Reports** sent each semester documenting student progress specific skill areas they are receiving support for.
- **Title One Parent/Guardian Conferences** held each February to personally share student progress via support services and to address any concerns or questions.
- **Breakfast With Books** held twice per semester (K-2 & 3-5 groupings) for families receiving Title One services. Students and parents come to school 45 minutes prior to the school day beginning, enjoy a donut, milk/juice and reading engage in reading activities (games, reading books, computer activities) with Title One and reading support staff. The focus is to model and teach reading strategies to parents/guardians to use at home as well as make aware of resources available to them in the school and in our community that support literacy.
- **A Title One Parent/Guardian Survey** is conducted in the spring of the year. The focus is to gain feedback on services provides, information shared and improvements that can be made to better reach and actively involve parents/guardians in their child's education.
- **Portage Public Library PREP Kits and Discovery Packs** acquisition and use are shared with parents/guardians. The Prep Kits contain a selection of leveled reading books. The kits were created in cooperation with a Portage Public School Emergent Reading Specialist and each level helps beginner reader progress another step in reading from beginning to independent second grade level. The Discovery Packs are themed kits containing books, puzzles, games, videos, and activities. There are 3 levels available: preschool, primary, and intermediate. Discovery Packs include the following: Hooked on Phonics Kits – The Hooked on Phonics sets contain books, games, flash cards and other materials that help a child advance in their reading abilities. The library has kits for pre-readers (letter recognition) through level 6. “Bob” Books – The Bob book series was developed several years ago and continues to be very popular with beginner readers. Early Literacy Stations – There are 3 computers with educational games and activities on them appropriate for children in preschool through primary grades.
- **Summer Skill Workbooks:** grade level workbook and software packages are made available to parents/guardians to purchase to assist with the continuation of skill building throughout the summer. Families interested in receiving the package, but are not able to afford the cost may receive a scholarship from the PTO (overseen by the principal only).
- **Summer** School is offered to students who qualify. Transportation is provided to a central district site.

Updated April 13, 2011 via Amberly Forum Parent/Staff Committee

