

Clover Creek Elementary
Parent Involvement Plan
 2017-2018

The goal for all Bethel School District students is to increase achievement and close learning gaps. We believe that it is critical to partner with parents to foster student success. Therefore, we support Epstein’s six types of parent involvement:

- Parenting
 - *Through family workshop activities*
- Communication
 - *Parent phone calls, quarterly progress reports and parent conferences.*
- Volunteering
 - *PTA, classroom volunteers*
- Learning at home
 - *Materials and information from family nights, LAP Parent events*
- Decision Making
 - *Site council meetings*
- Collaborating with the community
 - *Bethel Family Summit*

The LAP program primary focus for the 2017-18 school year is to increase parent involvement through the participation in parent conferences, family events, and other parent involvement activities.

NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Sharing Decision Making		
Planning, reviewing and adjusting the LAP Parent Involvement Plan. Distribution of plan to parents and posted on website.	<u>Planning</u> : Review and amend the Comprehensive Needs Assessment (2016-17 Annual Review) and prepare this year’s Parent Involvement Plan and Parent/Teacher/Student Compact.	-October 4, 2017
	<u>Reviewing and Adjusting</u> : At the Annual Fall Parent Meeting the Parent Involvement Plan is shared. Parents are encouraged to share their ideas and provide input on the parent involvement plan, budget, compact, and on how parent involvement can be increased.	-October 11, 2017
	A parent meeting will be held for kindergarten parents and for those parents of students added to the program at mid-year. The same information from the Fall Parent meeting will be shared with those families.	-November 2017 & February 2018
	Parents will be asked to complete a survey to offer input on the LAP program.	-May 2018
	The LAP program will review and evaluate the Parent Involvement Plan along with program data to determine the need for the following year.	-May/June 2018

	Distribution: All LAP program parents will receive a welcome letter containing a summary of the information shared at the Fall Parent Meeting. Parents will also be able to view the Parent Involvement Plan on the school's website. A summary of the Parent Involvement Plan will displayed at school and emailed to parents to view.	-October 2017
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NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Annual Meetings		
LAP Annual Meeting and parents right to be involved in their child's education.	<p>Parents were notified that their child was eligible to participate in the LAP program (1st Letter of Notification to Parents).</p> <p>Parents of eligible student are invited to attend the Fall Parent Information Meeting.</p> <p>A reminder of the Fall Parent Information Meeting is sent home with students. Flexible times are offered, as well as supervised childcare.</p>	<p>-October 2 - 6, 2017 & as needed throughout the year</p> <p>-October 11, 2017 (3:15 pm & 6:00 pm)</p> <p>-October 9, 2017</p>

NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Shared Responsibility for High Student Academic Achievement		
School and parents develop a school-parent-student compact that states the shared responsibility for student academic achievement.	<p>Families will sign and be given a copy of the Parent/Teacher/Student Compact in the Fall and whenever a new student is added to program. This document provides information on how responsibility will be shared to improve student achievement. Parents will be able to give input on what they are willing to do to support their child's learning at home.</p> <p>Student Progress Reports (Assessments/Students Growth) will be shared with families.</p> <p>The Reading Lab (LAP program) will send out a welcome letter with information about the program with contact information.</p>	<p>-October 30 – November 3, 2017 initially & the remainder of the 2017-18 school year as needed</p> <p>-February 2018 & June 2018</p>

NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Review of Effectiveness		
Parent opportunities for feedback and Annual Review Meeting	<p>Two-way communication is encouraged throughout the school year. To facilitate this process, e-mail and school/class phone numbers are shared with parents at all of our informational parent meetings.</p> <p>A survey will be sent home towards the end of the school year. This will allow parents</p>	<p>-October 11, 2017 and ongoing throughout the year.</p> <p>-May/June 2018</p>

	to have the opportunity to provide feedback anonymously about the LAP program. This information will help plan for improvements for next year's program. Parents will be invited to the Comprehensive Needs Assessment (Annual Review).	-May/June 2018
	K-2 parents will receive the <i>Home Connections</i> newsletter each month to provide ideas to support families at home in reading, math, and science.	-Ongoing

NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Communication		
Activities to communicate curriculum, assessment results and student growth.	<p>Information about curriculum, assessments, take home activities, along with teacher contact information is provided at the Fall Parent Meeting, The Kindergarten Fall information meeting, and the mid-year Parent Informational Night for new students starting in February. For those parents that will not be able to attend these meetings, a welcome letter will be sent home with a summary of information shared.</p> <p>Student assessment results and eligibility will be discussed with parents at the time the compact is signed at Fall conferences.</p> <p>Later in the year, student assessment/growth will be shared or discussed at Spring Parent/Teacher Conferences.</p> <p>A magnetic business card with teacher contact information will be available for families at the Fall Parent Meeting and conferences.</p> <p>Family Access Codes will be provided to new families so they will be able to access their child's classroom grade book.</p> <p>Classroom teachers use a variety ways to communicate with families. These may include phone calls, e-mail, weekly letters, monthly calendars, Canvas, classroom websites, Remind and Class Dojo.</p> <p>Grade level Curriculum Nights will be held – open to all families in the school</p> <p>The Reading Lab (LAP program) will send out a welcome letter with information about the program with contact information.</p>	<p>-October 11, 2017 & December 2017 February 2018</p> <p>-October 30 – November 3, 2017</p> <p>-March 26 – 30, 2018</p> <p>-October 11, 2017 and ongoing</p> <p>-October 11, 2017 and ongoing</p> <p>-Ongoing</p> <p>-TBD</p> <p>-October, February and as needed for new students in program</p>

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Partnership		
<p>Providing full opportunities for participation by all parent groups. Activities to ensure effective involvement among parents and community to improve student academic achievement.</p>	<p>Annual Fall Parent Meeting – explain program, district assessments, curriculum materials, and progress monitoring.</p> <p>Two additional Parent Program Informational Nights – Kindergarten Fall Information Meeting, and the Mid-year Parent Informational Night for new students starting in February.</p> <p>Conference week(s) – conference with parents on student progress.</p> <p>A Reading Game Night will be held for program families.</p> <p>K-2 parents will receive the <i>Home Connections</i> newsletter each month to provide ideas to support families at home in reading, math, and science.</p> <p>Family Access Codes will be provided to new families so that they will be able to access their child’s classroom grade book.</p> <p>Grade Level Curriculum Nights will be held – open to all families in the school.</p> <p>District and school wide calls will be made to families about school events. Information will also be provided about events through the school/district newsletters and websites.</p> <p>A kindergarten transition night will be offered for students and their families that are entering into kindergarten.</p> <p>PTA events will be held including Trunk or Treat, movie nights, Boxtops for Education, fundraisers, book fairs, Popcorn Fridays, and field days.</p> <p>Classroom teachers will send home weekly letters, monthly calendars, classroom websites, and use Class dojo to communicate with parents.</p> <p>Information about our school’s M-FLAC (military support) counselor, Bethel’s Child and Family Support Services for K-5 will be mentioned at all parent program information nights.</p>	<p>-October 11, 2017</p> <p>-November 2017 & February 2018</p> <p>-October 30 – November 3, 2017 & March 26 - 30, 2018</p> <p>-TBD</p> <p>-October 11, 2017 & ongoing</p> <p>-October 11, 2017</p> <p>-TBD</p> <p>-Ongoing</p> <p>-May 2018</p> <p>-Ongoing</p> <p>-Ongoing</p> <p>-October 11, 2017, November 2017, and February 2018</p>

NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Parent Information Resource Center (PIRC)		
Informing parents of the existence and purpose of the PIRC	The Center for Parent Information and Resources (CPIR) website will be shared with parents and will be included on the school's website www.nationalpirc.org	-October 11, 2017 and ongoing

NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Accessibility		
Opportunities for participation of parents with students with limited English proficiency, disabilities and/or migratory children providing information and school reports in a format and to the extent practicable in a language such parents can understand.	Efforts are made to determine which families may require another format of communications	-Ongoing
	Provide reading <i>Home Connections</i> and other forms/communications – in Spanish.	-Ongoing
	Offer to arrange for an interpreter for conferences and other important meetings involving their child.	-Ongoing
	Flexible meeting times are offered for parents to be able to attend LAP functions. Childcare is provided if possible.	-Ongoing
	Bethel Child and Family Support Services for K – 5.	-Ongoing

NAME OF ACTIVITY	DESCRIPTION OF ACTIVITY	DATE OF ACTIVITY
Family Involvement Budget Summary		
Parents are involved in the decision making about how funds are spent through parent input during the school based annual meetings.	The budget is shared and approved at the Fall Parent Meeting. Parents are informed and able to offer input on the LAP classroom and parent involvement budgets.	-October 11, 2017