

# Parent Involvement Plan

## Stevens Elementary School

### A School-wide Title I, Part A Educational Community\*

Ratified: 7/2/21

<b>Communication with Parents</b>	
When and how Title I, Part A requirements are explained to parents	<ul style="list-style-type: none"> <li>• An informational flyer and newsletter will routinely be supplied to parents inside of school newsletters and during parent involvement events</li> <li>• At a PTG meeting, requirements will be explained, and an open forum will be held for parents to give input about their wishes for their school.</li> </ul>
How and when additional meetings will be held	<ul style="list-style-type: none"> <li>• At regularly scheduled PTG meetings during which the Principal's report will be presented</li> </ul>
How parents will be involved in planning, review and improvement of this plan/policy	<ul style="list-style-type: none"> <li>• Regularly scheduled PTG meetings</li> <li>• A survey will be disseminated during the Stevens Family Nights seeking input on how to help parents be more involved and specifics parents have for making Stevens a better place for children.</li> </ul>
How parents will be provided information about the Title I, Part A program throughout the year	<ul style="list-style-type: none"> <li>• The monthly newsletter will keep parents informed.</li> <li>• Family Nights and Parent/Teacher Conferences will also provide opportunities for effective partnering.</li> <li>• The PTG is the main conduit for communication and input for parents at the school.</li> </ul>
How parents may request meetings, provide suggestions, and participate in decisions regarding their children's education	<ul style="list-style-type: none"> <li>• Parents may request meetings via email, in person, or by phone.</li> <li>• Parents may provide suggestions through the annual school survey, attending PTG meetings, or contacting the school directly.</li> <li>• Parents attending parent/teacher conferences, or requesting meetings outside of conference weeks, are encouraged to actively participate in decisions regarding interventions on behalf of their children.</li> <li>• When limited English proficiency exists, the school utilizes district interpreters.</li> </ul>
How school personnel will respond to parent's requests and suggestions	<ul style="list-style-type: none"> <li>• Staff members are committed to returning phone calls or emails the same day, or at least within 24 hours.</li> <li>• Parent suggestions for school improvement will be directed to building decision making bodies depending on the issue</li> </ul>
How parents will be involved in the development of the school/parent compact	<ul style="list-style-type: none"> <li>• Members of the PTG will work to draft the Stevens School/Parent Compact.</li> </ul>
Ways parents may be more effectively involved with school personnel in improving their children's academic achievement	<ul style="list-style-type: none"> <li>• Volunteer opportunities surveys are sent home at the beginning of the year.</li> <li>• Parents are encouraged to attend Family Involvement Events.</li> <li>• Parents are encouraged to participate in Parent/Teacher Conferences in December and March.</li> </ul>

	<ul style="list-style-type: none"> <li>• Progress Reports are given to parents at Parent/Teacher conferences in December and March. Additionally, a final report is given in June at the completion of the year.</li> <li>• Parents may access Curriculum Connections by visiting the district website at: <a href="http://www.spokaneschools.org/curriculum">http://www.spokaneschools.org/curriculum</a></li> <li>• Parents are provided with a pamphlet for each grade level in which they have a child attending at fall Open Houses. This pamphlet outlines learning for the year.</li> <li>• Books are provided through classroom libraries and the school library for students to read at home with families.</li> </ul>
How this plan will be disseminated to parents	<ul style="list-style-type: none"> <li>• Parent –Student Handbook and calendar</li> <li>• Blackboard Messenger</li> <li>• Social Media</li> <li>• During PTG meetings</li> </ul>

**Title I  
Parent Involvement/Communication Opportunities Throughout the Year**

**Daily Opportunities**

Home communication/Examples of Student Work and Progress	Classroom folders/binders sent home with school communication, student work samples and homework
Volunteering	Survey of volunteer opportunities sent home in fall packet
Stevens Website	Provides information regarding school events, how to contact staff members, other school/district information
Family Information Calendar and Student Handbook	Sent home the first day of school and includes information about school activities, student recognitions, rules/expectations, etc.
Stevens Social Media Account	Provide regular updates on happenings in building, school events, important parent information and other critical information

**Weekly/Ongoing Opportunities**

Monthly Newsletter	Sent home each month with pertinent school information, ideas on how to help children and an upcoming events calendar
Classroom Parent Newsletters	Provides information specific to each classroom.
Stevens Social Media Account	Provide regular updates on happenings in building, school events, important parent information and other critical information

**Fall Opportunities**

Classroom Open Houses	Opportunity to meet classroom teacher, learn about curriculum and expectations for the year.
Parent Teacher Conferences	Opportunity for parents to confer with classroom teachers about student progress.
Book Fair	Opportunity for families to purchase inexpensive books to read with their children.
Harvest Festival	Opportunity for fun school activity.
Trunk or Treat	Opportunity for fun family activity.
2 <sup>nd</sup> Harvest Food Distribution	Access to healthy food for all families.

PTG Turkey Bingo	Opportunity for fun family activity.
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**Winter Opportunities**

Parent Teacher Conferences	Opportunity for parents to confer with classroom teachers about student progress.
Cookies with Santa Family Night	Opportunity for fun family activity.
Stevens Family Night	Opportunity for families to learn how to support their students socially, emotionally, and academically.

**Spring Opportunities**

Cultural Night	Opportunity for families to explore and embrace the many cultures that make up the Stevens community.
Donuts with Grown-Ups	Opportunity for fun family activity.
Stevens Family Night	Opportunity for families to learn how to support their students socially, emotionally, and academically.

\* Stevens is a School-wide Title I, Part A Educational Community. This means that federal Title I dollars support programs at Stevens to meet the needs of any student in the school that has been shown to need academic intervention in order to be successful.