

**Southern Lehigh School District  
Joseph P. Liberati Intermediate School  
School Parent Involvement Plan 2016-2017**

**SOUTHERN LEHIGH PARENTAL INVOLVEMENT POLICY**

The **Southern Lehigh School District** and **Joseph P. Liberati Intermediate School** (JPL IS) are committed to the belief that all students can learn and parental involvement is essential. We believe that schools and parents share a commitment to the educational success of children.

**PART I. POLICY INVOLVEMENT**

Southern Lehigh's Joseph P. Liberati Intermediate School (JPL IS) Title 1 Targeted Assistance Parent Involvement Policy was created as a collaborative effort between parents and staff. Parents played a role in the development of this policy and we will continue to utilize their feedback and suggestions in order to update and improve our Title 1 Program: 1118 (b)

**Convene an annual meeting: 1118 (c) (1).** Joseph P. Liberati Intermediate School will:

- Present Information concerning the Title 1 program at Open House
- Conduct annual Title 1 Parent Information Session(s).
  - The purpose of the meeting will be to share and make revisions to the School Parent Involvement plan and the Home-School Compact, and to explain our Title 1 programs and how parents can be involved to help their child to be successful.
  - Invitations will be sent to parents of children participating in Title 1 programs.
  - Title 1 parent information packets will be prepared
  - Sign-in sheets documenting parent attendance will be collected.
  - Following the meeting and completions of revisions, we will post the School Parent Involvement Plan and Home-School Compact on our district website and include it in our Student-Parent Handbook.

**Offer flexible meeting times and varied activities designed to support and encourage the involvement of all parents: 1118 (c) (2).** Joseph P. Liberati Intermediate School will ensure the involvement of all parents by offering the following activities:

- 4<sup>TH</sup> Grade Orientation and Before Year Classroom Visitation
- Open House
- Parent Visitation
- Title 1 Parent Information Session(s)
- Parent Conferences
- Flexible IEP, GIEP and 504 planning meetings
- Monthly Parent-Teacher Group Meetings (PTG)
- Contacts with support personnel such as building administrators, school psychologist, guidance counselor, school nurse, Title 1 teachers, RtII Coordinator and Reading Specialist.
- Sapphire Community Web Portal for announcements and 24-hour access to grades.
- Homework Club participation, as recommended by teaching team

**Provide timely information about the Targeted Assistance Title 1 Program, the academic curriculum, assessments used to measure progress, and grade level expectations: 1118 (c) (4) (A) (B).** Joseph P. Liberati Intermediate School will provide timely information through:

- 4<sup>th</sup> Grade Orientation
- Offer an Open House evening to explain the curriculum.

- Parent Visitation
- Title 1 Parent Information Session(s)
- Parent Conferences
- Sapphire Community Web Portal Access
- BlackBoard Connect school news/announcement message board
- District, School, and Teacher websites
- District newsletter
- Report Cards
- District assessment data reports and letters available to parents (Dibels, AIMSweb, SRI).
- Meetings and contacts with intervention specialists
- Student-Parent Handbook

**Provide parents the opportunity to interact with teachers regarding the education of their children. Include parents in the decision making process and utilize their suggestions for improvement. Revise the plan to meet student and parent needs and share revisions with LEA: 1118 (c) (4) (C) & 1118 (c) (5).** Joseph P. Liberati Intermediate School will provide parents an opportunity to interact with their children’s school by:

- 4<sup>th</sup> Grade Orientation and Before Year Classroom Visitation
- Offering an Open House evening to explain the curriculum.
- Parent Visitation day.
- Holding a Title 1 Parent Information Session(s) to review the program, parent involvement policy, compact and ask for suggestions for improvement.
- Parent Conferences
- In-person meetings, telephone call, E-mail correspondence
- Offering school volunteer opportunities

**PART II. SHARE RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

**Develop jointly with parents and teachers a Home-School Compact. The compact will outline ways in which the parents, school staff and students will work together to ensure high student academic achievement. The compact will be reviewed and discussed during our Title 1 Parent Information Session: 1118 (d) (1) & 1118 (d) (2) (A).** Joseph P. Liberati Intermediate School will develop a Home-School compact:

- The Home-School Compact was developed by the school/district and will be reviewed annually by the Southern Lehigh School District community.

**(Required) COMPACT: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT 1118(d)**

As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

***Southern Lehigh School District  
Home-School Compact***

***In the Southern Lehigh School District, we believe that a high level of achievement is possible for all members of the school community. We can achieve this goal by working together -school, family, and student.***

***The School will...***

- *create a nurturing, safe environment that values respectful interaction and acceptance*
- *provide quality instruction through challenging, academic curriculum that meets varying student needs*
- *set academic goals and measure student achievement towards those goals*
- *provide on-going home/school communication*

\_\_\_\_\_  
*teacher's signature*

\_\_\_\_\_  
*date*

***The student will...***

- *come to school ready to learn*
- *put forth best effort*
- *respect students and teachers in my school*

\_\_\_\_\_  
*student's signature*

\_\_\_\_\_  
*date*

***The family or caregiver will...***

- *support child's hard work and achievement*
- *make sure child attends school regularly*
- *provide a quiet place to do homework/study*

\_\_\_\_\_  
*parent/caregiver's signature*

\_\_\_\_\_  
*date*

**Provide frequent reports to parents concerning their children's progress: 1118 (d) (2) (B).** Joseph P. Liberati Intermediate School will provide various academic reports to parents:

- 24 access to grades using the Sapphire Community Web Portal
- Report Cards
- District assessment data reports and letters available to parents (Dibels, AIMSweb, SRI).
- Teacher blogs, newsletters and websites
- Student daily use of planners/agenda books
- Frequent teacher-parent communications (telephone, E-mail and in person meetings)
- Parent Teacher Conferences
- Take home notices and folders
- Annual Supera results reports sent to parents of student participating in Spanish Immersion
- Annual student specific reports on state tests (PSSA and/or Keystone Exams)

**Afford parents reasonable access to staff. Provide opportunities for parents to volunteer participate and observe in their child's classroom: 1118 (d) (2) (C).** Joseph P. Liberati Intermediate School has an open door policy for parents with both administration and staff. In addition, parents are encouraged to participate in the following activities:

- Parent-Teacher Group
- School Volunteer opportunities
- Field trip chaperone opportunities
- Parent Visitation
- Homework Club support

- Career and guest speakers aligned with curriculum
- Classroom celebrations

### **PART III. BUILDING CAPACITY FOR INVOLVEMENT**

**Provide information and assistance to parents regarding the state and local academic standards and assessments: 1118 (e) (1).** To ensure that parents are informed about academic standards and assessments, Joseph P. Liberati Intermediate School will provide the following:

- Provide information concerning the curriculum and PA Core Standards at Open House
- Offer 24 access to student performance using the Sapphire Community Web Portal
- Parent-Teacher Conferences
- Local curriculum and standardized benchmark assessment information (Dibels and SRI reading and AIMSweb math, as well as advanced math testing and results)
- Report Cards
- Parent Workshop Series offerings (district presentations on various and relevant educational issues and trends).
- Information concerning district and grade level curriculum as well as state and national standards appear on the district website.
- Communication to parents providing the dates of NAEP (if appropriate), state assessments, and district accelerated testing to be administered annually. All information will be announced using the Sapphire Community Web Portal, school website, BlackBoard Connect messages, and paper notices.
- Annual student specific reports on state tests (PSSA and/or Keystone Exams)
- District Newsletter

**Provide materials and training to parents: 1118 (e) (2).** Joseph P. Liberati Intermediate School offers training and materials to parents through the following events and activities:

- 4<sup>th</sup> Grade Orientation and Before Year Classroom Visitation
- Open House Night
  - Grade level and subject specific curriculum information presentations
  - Training for parents on how to access on-line and electronic textbook, curriculum and homework reminder resources.
  - Teacher handouts
- Technical support to parents to assist them in signing up for Sapphire Community Web Portal and Blackboard accounts, as well as using the electronic scheduler for Parent-Teacher Conferences.
- Parent-Teacher Group Meetings
- Annual Title 1 Parent Information Session(s)
  - Presentations and informational brochures for parents offering tips on how to support student growth and achievement in reading and math
- Parent Workshop Series
- Teacher / Staff Websites
- Title 1 teacher and Reading Specialists: Periodic informational notices will be sent to parents explaining the assessments used to monitor and measure student progress (SRI, Dibels Next, AIMSweb) and individual student data.
- Provide information of the existence of the **PA State Parent Advisory Council Parent Resource Center** (PA SPAC) located at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127. Center Hotline 1-800-942-8035. Website address: <http://www.spac.k12.pa.us/parentresources.htm>

**Educate teachers, Title 1 staff and principals regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs: 1118 (e) (3).**

- Joseph P. Liberati Intermediate School values and respects parent involvement in the school community. Parent involvement will be part of the professional development plan. Professional development funding is available for staff to attend workshops, webinars, and/or online education and implement new ideas for effective parent communication. When situations occur that involve students or the welfare of the entire school community, parental input will be solicited.
  - 4<sup>th</sup> Grade Orientation & Pre Start Visitation Day Planning
  - Open House Planning Faculty Meeting
  - Parent-Teacher Group Meetings
  - JPL IS Homework Club
    - Teachers recommend students for participation who appear to be at academic risk
    - Parents are contacted and an invitation is extended for the student to participate in Homework Club.
    - Approval of student participation is secured via parent signature
  - SWPBS Professional Development
    - Training associated with school-wide positive behavior ‘Spartan R’ program and required pupil and parent communication expectations.
      - Disciplinary referrals process using Sapphire
      - SWPBS Manual
      - Spartan R lessons
      - School Sparkens
      - Bus Sparkens
      - Honored Sparken postcards
      - Honored Sparken magnets
  - Parent-Teacher Conference Planning and Scheduler Training Meetings
    - Internal electronic scheduler set-up
    - Training for school staff
    - Tutorial announcement for parents on use of scheduler
  - Professional Development through Faculty and Subject Area Leader monthly meetings as appropriate.

**Coordinate parent involvement activities with other programs: 1118 (e) (4).** Joseph P. Liberati Intermediate School will work to coordinate programs to ensure success for all:

- Parent Teacher Group Meetings
- Parent Volunteers
- Summer Reading Program
  - Suggested book lists
  - Reading Logs and Activity Sheets
  - Summertime Blackboard Connect reminders with “Good Read” recommendations for parent and student reading.

**Inform parents of school and parent programs in a timely and practical format in a language they can understand: 1118 (e) (5).** To ensure that all parents are informed in a timely and user-friendly manner, Joseph P. Liberati Intermediate School will provide:

- School calendar and classroom news updates and the district newsletter written in a language that parents can understand.
- Personal Communication: Through conferences, phone calls, and formal and informal face-to-face meetings.

**Provide support for parental involvement at their request: 1118 (e) (14).**

- Joseph P. Liberati Intermediate School will make every effort to support parents in their effort to attend meetings and be involved by ensuring that their needs are met (example: transportation needs, etc.)

**Part IV: ACCESSIBILITY**

**Parent involvement activities accessible to all parents, including those with disabilities and parents who use English as their second language, 1118 (f).** Joseph P. Liberati Intermediate School will provide:

- Flexible meeting times or phone conferences
- Home visits from school support personnel as needed (nurse, guidance counselor, etc.)
- Provision of a translator or translation services as appropriate
- Collaboration and/or referral to supportive community agencies and resources.

**DISCRETIONARY SCHOOL LEVEL PARENTAL INVOLVEMENT PLAN COMPONENTS**

Check if the school does not plan to implement any discretionary parental involvement activities. Check all activities the school plans to implement:

Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training [Section 1118(e)(6)] Providing necessary literacy training for parents from Title I, Part A funds, if the school LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]

Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1118(e)(8)]

Training parents to enhance the involvement of other parents [Section 1118(e)(9)]

Maximize parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]

Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]

Establishing an LEA-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs [Section 1118(e)(12)]

Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities [Section 1118(e)(13)]

Providing other reasonable support for parental involvement activities under section 1118 as parents may request [Section 1118(e)(14)]