Sultan Elementary School is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if Sultan Elementary School and home work together to promote high achievement by our children. Neither home nor Sultan Elementary School can do the job alone. Parents play an extremely important role as children’s first teachers. Support for children and for the school is critical to children’s success at every step along the way.

Sultan Elementary School recognizes that some students may need the extra assistance available through the Title I program to reach the state’s high academic standards. Sultan Elementary School intends to include parents in all aspects of the school’s Title I program. The goal is a school-home partnership that will help all students to succeed.

PART I-SCHOOL PARENTAL INVOLVEMENT POLICY REQUIRED COMPONENTS

A. Sultan Elementary School will jointly develop/revise with parents the school parental involvement policy/procedures and distribute it to parents of participating children and make available the parent involvement policy/procedures to the local community.

B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

Actions
SES will hold an Annual Joint Revision Meeting for Title Parent Involvement
- PTO meeting March 11, 2014
- Parent Sign In Sheet, with signatures needed.
- Input forms available
- SES Parent Involvement Policy/Procedures stands as jointly revised and agreed upon.
- This information will be put in the March Cougar Tracks Newsletter.

C. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to parental involvement.

Parent Support for Meetings
- Translators are provided for all school meetings where necessary.
- Child care is also provided when necessary to help support parents’ attendance.
- PTO meetings provide child care.
- Family Fun Nights include parents and children.
- Translators are provided for IEP meetings, parent-teacher conferences, and other important meetings for parents.

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, school wide under Section 1114, and the process of the school review and improvement under Section 1116.

- Parents are invited to our SES annual PTO (March 11, 2014) and School Board meetings where MSP scores and trends are reviewed and our current School Improvement Plans (SIP) and activities are shared.
- Parents may give input and ask questions at these meetings.
E. Provide parents of participating children—

- Timely information about programs under this part.
- A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. (September Curriculum Nights and October Parent/Teacher Conferences)
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

Actions

- Fall Curriculum Night for Parents
- Parent/Teacher Conferences
- Annual Meeting for parents of Title One Schools
- Grade reports are sent home in November, January, April, June

F. If school wide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district.

Actions

- Parent input forms are available at each formal meeting.
- An annual parent survey is given to parents each year.

G. Sultan Elementary School will inform parents and parental organizations of the purpose and existence of the Parental Information and Resources Center (PIRC) in Washington.

Washington State Parental Resource Center link: [www.wapirc.org](http://www.wapirc.org)

PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parental involvement policy, 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.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child’s achievement.
- Provide frequent reports to parents on their child’s progress.
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child’s class and observation of classroom activities.

Actions

- The Parent/Student/School Compact will be discussed at fall conferences and signed annually. Many Title Parents attend a spring Parent/Teacher conference to again discuss areas which need further development.
- The Fall Curriculum Night and Annual Title One meeting for parents have information regarding parents’ access to student progress as well as opportunities for volunteering in students’ classrooms.
- Grade reports are sent home in November, February, April, June.

BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community, SES strives to improve student academic achievement. Each school and district-
• Shall provide assistance to the parents of children served by the school or district, as appropriate, in understanding such topics as the state’s academic content standards and state student academic achievement standards. State and district assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children.

Actions

SES Home Website:
• Links connecting to OSPI www.k12.wa.us/
• State Grade Level Expectations in each core subject area: Reading, Writing and Math are listed there.
• Kids’ portal site for academic practice on educational websites.
• PTO communication link for parent information.
• Curriculum Night in the fall: Teachers display state GLE (Grade Level Expectations) and District Curriculum.
• Shall provide materials and training to help parents work with their children to improve their children’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

Actions
• SES attempts to send Spanish forms for all necessary communication.
• Family Reading Night and literacy education for parents. Held annually in the spring.

Actions
• District Academic Planning teams have a parent participant as a community member. (Science Materials Review, Math Leadership Team, School Board, etc.) Principal and teacher reps attend PTO board planning meetings and all PTO parent meetings.
• Parent/Student/School Compact is discussed at fall conferences and signed annually.
• Coordinate and integrate parent involvement programs and activities with EACAP, the Home Instruction Programs for Preschool Youngsters, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Actions
• Family Reading Night, an annual event
• Family Science Night, an annual event
• Monthly PTO/School Newsletter which lists community activities, fun events, and meetings.
• Bi-monthly PTO meetings
• Kindergarten teachers do outreach community meetings at preschools where the SES Kindergarten program is explained and they answer questions from the community.
• Ensure information related to school and parent programs, meetings, and other activities are sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand.

Actions
• Translators are provided for all school meetings where necessary.
• SES attempts to send Spanish forms for all necessary communication.

Parent Support
• Child care is also provided when necessary to help support parents’ attendance.
• PTO meetings provide child care.
• Family Fun Nights include parents and children.
• May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.

May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.

May train parents to enhance the involvement of other parents.

May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.

May adopt and implement model approaches to improving parental involvement.

May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section.

May develop appropriate roles for community-based organizations and businesses in parent involvement activities.

PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parental involvement requirements districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

Actions

Parent Support:

Translators are provided for all school meetings where necessary.

SES attempts to send Spanish forms for all necessary communication.

Child care is also provided when necessary to help support parents’ attendance.

PTO meetings provide child care

Most parents attend both the fall and spring Parent/Teacher conferences.