

CLOUDCROFT MUNICIPAL SCHOOLS

TITLE I PARENT INVOLVEMENT POLICY

As required by School Policy Requirements [Section 1114 (b) (2),1116,1118(b) (c) (e) (g)(1)(2)(3)(4)(5)(6)(14)]of the No Child Left Behind Act of 2001.

Activities	Responsible Persons	When/Date/Time	Location	Measurement of Success	Other:
As required by School Policy Requirements [Section 1118 (c)(e)(g) (1)(2)(3)(4)(5)(6)(14)]					
1. Beginning of Year Parent Booth. Information will be shared about Title I program including Reading and Math pieces.	Amy Lane-Title I Coordinator, Kelli Martinez-Title I E.A.	Open House Sept.?	Elementary School Title I book room	*Sign-in sheets with numbers of attendees	Resources including pamphlets and websites will be shared.
2. Train staff members with the assistance of parents to reach out, communicate, and work together to build ties between school and home.	Title I Coordinator, Title I E.A., Parents, Teachers	September	M.S. Media Room	*Sign-in sheets with numbers of attendees *Documentation of increased teacher parent contacts.	
3. Beginning of Year Title I Parent Involvement Meeting The participation of our school in Title I, the requirements, and the right of parents to be involved will be explained.	Title I Coordinator, Title I E.A., Parents, Teachers	October Meetings will be scheduled both during the school day and after the work day to allow for better attendance.	M.S. Media Room	*Sign-in sheets with numbers of attendees	
4. Beginning of Year Title I Parent Involvement Meeting Explanation of current Title I program including programming, scheduling, and personnel. Discussion of student qualification into program and release from	Cont.	Cont.	Cont.	Cont.	Share DIBELS scores, DRA, AR Reading and math scores, Short Cycle scores, SBA scores, "First in Math" reports

program.					
5. Meetings can be called at any time by the parent or teacher. At this time, teachers will provide materials and instruction in understanding state standards, and using assessment results to monitor the student's progress. Phone calls are welcomed.	Parents, Teachers, Title I E.A.	Any time the parent feels it is necessary.	Classroom	Records of meetings taking place	Teachers will need copies of student records and resources that might be useful.
6. All notes, invitations, and information shared with parents will be in a format and language understandable by parents. This may require the use of an interpreter or translator.	Parents, Teachers, Title I E.A., other staff members as requested	Any time information is sent to parents or a meeting is held.	School to home and home to school.	Records of requests for assistance.	Our district has staff members who are able to translate literature and interpret for parents during meetings.
7. Parent/Teacher Conferences All parents K-5 will be scheduled to participate in conferences. Conferences can be rescheduled as necessary. At this time, student academic achievement and school performance will be shared. Teachers will also review the School-Parent Compact that outlines how parents, school staff, and students will share the responsibility for academic achievement, developing a partnership, and achieving the State's high standards. Section 1116	Parents, Teachers, Title I E.A., other staff members as requested	In October, following the end of the first nine weeks.	Classroom	Records of parents attending P/T conferences. Numbers of re-schedules.	Teachers will explain where the Parent Involvement Policy with Compact can be located on the website www.cmsbears.org . They also need to have a copy on hand to share.
8. All parents of qualifying students in Reading and Math will be notified of the PIP/Compact on the website. Students in Targeted programs will receive a permission slip and compact to complete and return to school.	Title I Coordinator, Title I E.A., Teachers, Parents, Students	September-October depending on scheduling of programs.	School to home, and home to school.	Numbers of permission slips and compacts returned to school.	The Title I E.A. will distribute the required forms to students who will take them home. She will also collect the signed forms and keep them on file.
9. Our district, will provide the coordination, technical assistance and other support necessary to implement effective parent involvement	Title I Coordinator, Title I E.A., Teachers, Parents	September-May	Cloudcroft Elementary School	Numbers of parent involvement activities hosted by	

activities. This support may come in many formats including financial, or facility use. Parents are encouraged to look at the Parent Information and Resource Center website at www.parentsreaching.out.nm.pirc.php .				school and parents.	
10. Updates on programs and student progress will be provided to parents in a timely manner.i.e. Progress reports, Report cards, Short-Cycle Assessments, SBA scores.	Title I E.A., Principal, Teachers, Parents	Updates as they become available. Students will receive progress reports every 1-3 weeks depending on the grade level. Report cards will be sent home at the end of every nine weeks. And, Short Cycle scores will be shared within four weeks of testing. SBA scores will be shared at the beginning of the following year that they were given.	School to home.	Building principal will deliver the assessment results and make sure that all information goes home.	
11. Parent Activity Meeting Title I parents will be invited to meet and organize activities to help support volunteering in the classroom, homework completion, gathering resources to share with parents, and fun, academic student activities.	Title I Coordinator, Title I E.A., Teachers, Principal	November	M.S. Media Room	*Sign-in sheets with number of attendees	These activities will be supported by district in any way that is feasible.
12. Our district will be aware of the fact that parent participation can be influenced by the economic, ethnic, and English proficiency levels of our parents. We will use this information to help	Title I Coordinator, Title I E.A., Principal, Teachers, Parents	August-May		Record of parent participation in activities.	

design strategies for more effective parent involvement. This topic will be visited during revisions of the PIP , and at any other time that the need arises.					
13. End of the Year Evaluation/Budget and Consolidated Application Meeting Parents will be invited to review the ending year program, hear the budget for coming school year, and make suggestions for improvements for the new school year. A presentation of programming ideas for the new year will be discussed. The school district will submit any parent concerns with the consolidated application to NMPED. Section 1114(b)(2)	Title I Coordinator, Title I E.A., Principal, Teachers, Parents	May	M.S. Media Room	*Sign-in sheets with number of attendees	Bring copies of agenda, PIP/Compacts
14. During the Annual Evaluation of program , the PIP will be up for review and revisions. This evaluation process will be used to design strategies for more effective parent involvement. Section 1116	Cont.	Cont.	Cont.	Cont.	Cont.
15. The final Title I Consolidated Application, PIP/Compact will be placed on the website at the beginning of the new school year. Section 1118(b)	Title I Coordinator	August-September	www.cmsbear.s.org		Available to parents and community at this time.

As a component of the combined School and District level Parent Involvement Policy, our 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 and the means by which the school and parents will build and develop a partnership to help children achieve the State’s high standards.

CLLOUDCROFT ELEMENTARY SCHOOL

SCHOOL-PARENT COMPACT FOR TITLE I

The Cloudcroft Municipal Schools ensure that a “Title I Parent Involvement Policy” is in place and that this compact is a part of that policy. The purpose of the “School-Parent Compact for Title I” is to outline how parents, the Title I/school staff, and students will share the responsibility for improved student achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State’s high academic standards.

A. As a part of the school-parent compact, parents will, when and as often as possible:

- Attend meetings concerning Title I.
- Participate in question and comment sessions concerning Title I program and policy development.
- Return all required paperwork for Title I participation to Title I staff.
- Communicate concerns and questions to the Title I or school staff in a timely manner.
- Attend fall parent conferences and other parent conferences with school staff. The School-Parent Compact will be discussed at this time.
- Attend district needs-assessment meetings when held.
- Take advantage of travel and training opportunities that are offered by the school district when invited.
- Visit the school buildings and participate in school activities and extra-curricular times with your children. Volunteer in your child’s classroom when possible.
- Review student progress reports every one to three weeks depending on grade level, report cards every nine weeks, and test information following short cycle assessments and standards-based assessments.
- Encourage a healthy, working relationship between students, school, and home.
- Promote academic achievement and improvement for Title I students by monitoring your child’s school attendance and communicating absences to the school office.
- Help your student with homework and returning homework.

B. As a part of the school-parent compact, the Title One/school staff will, when and as often as possible:

- Attend Title I meetings.
- Participate in question and comment sessions concerning Title I program and policy development.
- Communicate questions and concerns to the appropriate school staff and Title I parents.
- Return all required paperwork for Title I participation to the Title I staff.
- Provide researched-based curriculum and instruction to enable students to achieve state academic standards.
- Conduct fall parent conferences and other parent conferences as needed. The School-Parent Compact will be discussed at this time.
- Attend district needs-assessment meetings.
- Encourage Title I parents to visit the school and to participate as volunteers, etc.

- Send student progress reports every one to three weeks depending on grade level, report cards every nine weeks, and test information following short cycle assessments and standards-based assessments. Interpret data as necessary in a language understandable to parents.
- Maintain an open line of communication with the Title I parents and students.
- Provide materials and training to help parents work with their children.
- Encourage a healthy working relationship between the school, student, and home by educating teachers, principals, and other personnel in the value of working together.
- Promote academic achievement and improvement for Title I students.
- Communicate with parents about their child's absences.

C. As a part of the school-parent compact, Title I students will:

- Communicate questions and concerns to the appropriate Title I staff and parents.
- Relay pertinent information from home to school and vice versa.
- Accept his/her part of the responsibility for academic improvement.

_____	_____
Student	Date
_____	_____
Parent	Date
_____	_____
Teacher	Date
_____	_____
Title I Staff	Date

