

Benton Elementary School
Parent Involvement Policy
2011 - 2012

Benton Elementary School shall abide by and support all rules and regulations pertaining to Title 1: Improving the Academic Achievement of the Disadvantaged, No Child Left Behind Act of 2001, Public Law 10,7-110, and the Parent Involvement Policy of Jackson County School System.

Benton Elementary will host an Open House each year before the new school year begins. The purpose of Open House will be to:

- introduce students and parents to teachers and staff
- inform parents of needed school supplies
- provide transportation information
- inform parents of school, grade level and individual teacher policies and procedures

Benton Elementary will host a Curriculum Night each year. The purpose of Curriculum Night will be to:

- inform parents about the guidelines, purpose, goals, and expectations of the Title 1 Program
- advise parents of how important their role is in their child's education
- present grade level standards
- introduce standards based report cards at each grade level
- notify parents of upcoming parent involvement opportunities such as participating in PTO, School Council, volunteer, and LIFE (Latinos Involved in Family and Education)

Newsletters, both grade level and school-wide, are sent home periodically with information on upcoming events, tips for academic success, and other important school information parents should know. Translations are provided as needed for parents. Our school website provides information on school calendar, events, announcements, plus email links to teachers and grade appropriate websites for students. Infinite Campus, a web based system, gives parents access to attendance and lunch account information.

Students in grades first through fifth receive an agenda to record assignments. Parents and teachers are encouraged to correspond through the agenda. To maximize communication, it is recommended that parents sign the agenda daily. Students in Pre-K through fifth grade take home Tuesday Folders which include student work, newsletters, and upcoming events at the school.

Parent/guardian conferences are scheduled at a minimum three times a year to discuss student achievement, behavior, and goals for progress. Individual conferences are scheduled during our progress report weeks. Parents may choose to come before school, during teacher planning times, or after school. Four early release days have been included in the school calendar. Portfolios are kept with work samples to go over with parents during each conference. In this portfolio, there is student information regarding: benchmark assessments, Basic Literacy Tests, Running Records, mock writing assessments, and classroom assessments and assignments. Our goal is to meet with or

contact at least ninety five percent of our parent/guardians. Every attempt is made to get the parent to attend the conferences. If the parent can not come in, we will make a home visit, hold a phone conference, e-mail, or provide transportation when possible. Other conferences are scheduled throughout the year as needed.

The Pyramid of Intervention is used for effectively identifying students who may be at risk for reading failure, difficulty with math or who are having behavior challenges by using screening, diagnostic and classroom based instructional assessments. These assessments will identify students' specific areas of strengths and weaknesses in phonetic awareness, decoding, fluency, vocabulary, comprehension, computation, and math computation problem solving. Parents are invited to attend Tier 2 meetings, as needed, and all Tier 3 meetings.

Parents will be informed of Title I programs and the how we use Title I funds. We also ask parents for input in the development of the following year's program. Benton Elementary sends home a Learning Contract for Families outlining responsibilities parents, students, and school personnel. This contract is the means by which the school and parents will build and develop a partnership to help children achieve the states high standards.

Letters are sent home to explain the Georgia Criterion Referenced Competency Test, Third and Fifth Grade Writing Assessment. During the parent conference period, parents receive a print out of current data according to Performance Series benchmark testing. Parents are encouraged to contact their child's teacher if they have questions regarding their child's scores.

Our Parent Teacher Organization encourages parents to volunteer for school events. Examples include, but are not limited to, Book Fair, Grandparents' Lunch, pictures with Santa, Fun Nights, Fall Festival, fundraisers, and aiding teachers with routine tasks such as copying papers. All parents are invited to be involved with P.T.O. Meeting dates are posted on our website and through school-wide newsletters.

Benton Elementary participates in the Lindsey's Legacy Mentor program. Teachers recommend students they believe will benefit from having an adult mentor. The counselor then matches the students with trained mentors who visit the children at school a minimum of 2 hours per month to read, play games, and talk. Our mentors are parents, community members, and employees from our Partners in Education.

Our parents and stakeholders join our school community in developing and assessing school improvement strategies. Parents are encouraged to participate in decision making. We work collaboratively as a team to address issues, make plans, and implement those plans. In addition, our faculty will communicate about the children's progress through e-mail, notes, and phone calls. Our faculty and staff embrace these ideals and will provide access to classroom activities and encourage frequent communication. Parents are also encouraged to participate in our School Council and PTO in addition to special events.