

**THE GRIFFIN FOUNDATION, INC.
2017-2018 PARENT INVOLVEMENT POLICY**

The Griffin Foundation, Inc. agrees to implement the following statutory requirements:

- The Griffin Foundation, Inc. will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - In carry out the Title I, Part A parental involvement requirements, to the extent practicable, schools will provide opportunities for the participation of parents appropriate to those with limited English proficiency, parents with disabilities, and parents of migratory children. This consists in providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
 - The Griffin Foundation, Inc. will carry out programs, activities, and procedures in accordance with this definition:
 - Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring-
 - That parents play an integral role in assisting their child's learning;
 - That parents are encouraged to be actively involved in their child's education at school;
 - That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
 - The carrying out of other activities, such as those described in section 1118 of the ESEA;
 - That the school will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.
1. The Griffin Foundation, Inc. will take the following actions to involve parents in the joint development of its school wide parental involvement plan under section 1112 of the ESEA:
- a. Have parent representation on the school site leadership team.

- b. Provide and consider the results of parent surveys as part of the school needs assessment.
2. The Griffin Foundation, Inc. will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - a. Provide for parent participation and representation on the school site leadership team and other ad hoc committees.
 - b. Seek parental input via needs assessment surveys, parent-teacher conferences and parent nights.
3. The Griffin Foundation, Inc. will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.
 - a. Include questions on the needs assessment asking parents to list barriers that inhibit parent participation in activities and the school's education process. The administration will add these questions to the survey.
 - b. Provide bilingual faculty and/or staff to interpret and/or communicate with/ for Spanish-speaking parents. The school office will be responsible to seek and provide this assistance.
4. The Griffin Foundation, Inc. will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The Griffin Foundation, Inc. will provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:
 - i. The State's academic content standards.
 - ii. The State's student academic achievement standards.
 - iii. The State and local academic assessments including alternate assessments.
 - iv. The Requirement under Part A.

- v. How to monitor their child's progress by accessing the school's website and using the Schoolmaster links for attendance and grades.
 - vi. How to communicate with teachers via the website and email.
- b. The Griffin Foundation, Inc. will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement by:
 - i. Encouraging parents to read to and with students, especially at the K-2 levels.
 - ii. Providing parents with the names of stories and/or books that students are reading and may want to read.
 - iii. Quarterly academic progress reports and quarterly report cards informing parents of their student's progress.
 - iv. Special parent-teacher-administrator conferences as needed including Student Studies, SPED meetings and conferences to discuss behavior, academic performance, attendance and other pertinent matters.
 - v. Inviting parents to participate in other trainings as the needs arise, are identified and dealt with via trainings, conferences and workshops.
- c. The Griffin Foundation, Inc. will educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools by:
 - i. In staff development, address the importance of parent involvement and how to better involve parents.
 - ii. Encouraging teachers to use parents as volunteers and resources in the classroom. Call on parents as presenters when the parents' expertise is needed.
 - iii. Requiring teachers to maintain parent contact logs and requiring them to submit copies of the documentation on a quarterly basis.
- d. The Griffin Foundation, Inc. will take the following actions to ensure the information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.
 - i. Weekly newsletters that are sent home with all students and available in the school office.

- ii. Postings at school and around town announcing parent nights, open houses, special events/activities, board meetings, etc.
- iii. Periodic postings of upcoming events and activities in the local newspaper.
- iv. Special invitations sent home with students or by mail.
- v. Posting on school's website announcing school's current events.
- vi. Phone blasts to remind parents of upcoming events.