

Hillcrest High School

Parental Involvement Policy

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy that contains information required by section 1118 of the Elementary and Secondary Education Act (ESEA) (parental involvement policy).

PART I. GENERAL EXPECTATIONS

Hillcrest High School agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. (See **Enclosure**)
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including 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 language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- The school will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.
- The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

- The school will be governed by the following statutory definition of parental involvement, and 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—

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) 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;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. **Hillcrest High School** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

*Solicit input from members of the Parent Advisory
Post the Plan on the website for review
Provide an open opportunity for comments
Host a public forum/informational meeting through Parent Advisory
Make available copies in the school's library*

2. **Hillcrest High School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

*Parent representation on the Rising Star Committee/SIP Committee
Report to Parent Advisory Committee at monthly meetings
Parent Survey - Illinois 5Essentials*

3. **Hillcrest High School** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

*Providing all ninth grade parents with a copy of the curriculum guidebook;
Annually posting the curriculum guidebook on the district website;
All teachers issue a syllabus with a copy maintained by the school;
Host Freshman Parent Meetings to discuss curriculum, assessments and expectations;
Host Junior Parent Meetings to discuss curriculum, assessments and expectations;
Host Senior Parent Meetings to discuss curriculum, assessments and expectations;*

4. **Hillcrest High School** will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

*Meeting with parents individually, as requested
Responding to parents request within a 24-48 hour time period
Assigning an Administrator on Duty for unscheduled parental visits/inquiries
Returning all phone calls, voice mails and emails within 24-48 hours*

5. **Hillcrest High School** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

*Provide a copy of the student report to students to share with their parents
Meeting with students to interpret, explain and report results to share with parents
Providing access to the Parent Portal for parents to view individual student scores*

6. **Hillcrest High School** will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

Promptly mailing notification letters to parents

7. **Hillcrest High School** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- the state's academic content standards,
- the state's student academic achievement standards,
- the state and local academic assessments including alternate assessments,
- the requirements of Part A,
- how to monitor their child's progress, and
- how to work with educators:

Hosting meetings in the Fall with the Parent Advisory to review state standards
Presentation at the Parent Advisory Meeting
Discussing selected topics at the following: Freshman Orientation, Senior Parent Night, Junior Parent Night
Providing information in the Parent Resource Center (Housed in the IMC)
Sponsoring Family Literacy Events

8. **Hillcrest High School** 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:

Distribution and review of the following: "How to Get Good Grades in Ten Easy Steps", Getting the Most Out of High School, High School Parent Guidebook; 12 Ways to Help Your Teen Succeed in High School; Starting High School, and An Instruction Booklet for College Bound Students;
Teaching Parents to Navigating Power School
Distribution/Discussion/Collection of the School Compact
Sharing other brochures
Utilizing the Newsletters

9. **Hillcrest High School** will, with the assistance of its parents, 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:

Providing professional development opportunities to learn to engage in increasing community and parental communication and involvement.

10. **Hillcrest High School** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Sponsoring Family Literacy Nights
Parent Resource Center (IMC)
PPA Regular Meetings
Science/Math and English Programs
Parent Teacher Conferences (Bi-annually)

11. **Hillcrest High School** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

By providing bilingual translation, as required and utilizing staff as interpreters when necessary with in person visits and mailings.

By utilizing as many means as necessary to communicate include the School Messenger, Parent Portal, Website, and Newsletters.

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

The following other discretionary activities will be implemented at Hillcrest High School to support student academic achievement, as listed under section 1118(e) of the ESEA:

- 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;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children’s education;
- adopting and implementing model approaches to improving parental involvement;
- continuing with the school’s Parent Advisory to provide advice on all matters related to parental involvement in Title I, Part A programs; and
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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PART IV. ADOPTION

This policy was adopted by the **Bremen High School District 228** on **November 17, 2015** and will be in effect for the period of one year. The school will distribute this policy to all parents of participating Title I, Part A children on or before **December 18, 2015**.

(Signature of Authorized Official)

(Date)