**Crystal Springs High School**

**Parent/Family Involvement Plan**

**2013-2014**

The faculty and staff of Crystal Springs High School believe that a child’s education is an ongoing endeavor of educational responsibilities that is to be shared between the school and the family. To support the goals of the school in supplying a quality education that effectively meets the needs of *all* students, the school and parents must work together as knowledgeable partners.

Families are diverse in culture, language, and needs. They all share our school’s commitment to successfully educate their children. Crystal Springs High School, in collaboration with the parents, shall establish and develop programs and practices that respect the individual needs of students and families, and encourages parental involvement.

Crystal Springs High School will implement a parent involvement policy that involves parents in a variety of ways. The parent involvement plan will be comprehensive and will include, but will not be limited to the following:

* School faculty and staff will support the development, implementation, and regular evaluation of a parent/family involvement plan
* Parents will serve on the School Improvement Team. (Meetings will be held on an ongoing basis to plan, review, and improve the school’s Parent Involvement Policy)
* There will be promotion of regular communication between home and school (Examples: school calendars, school handbooks, student progress reports, parent-school compacts, report cards, and telephone calls)
* There will be annual parent/teacher conferences. (During this scheduled time, students do not attend school to allow for a greater flexibility in scheduling for working parents.)
* There will be the use of available community resources to strengthen and promote school programs, family practices, and the achievement of students (Examples: Utilization of human resources such as retirees, local business owners and other supporters of education)

* Promotion and support of responsible parenting ( Parents will have the opportunity to attend parenting and educational workshops as they become available through The MS Forum on Children and Families)
* Provision of access to and coordination of outreach agencies, in addition to community and support services for children and families

**School Policy** (administrators, teachers, and staff)

1. promote an inviting atmosphere for parents to feel accepted and to share in the responsibility for their child’s academic success;
2. support the efforts of parents by providing flexibility in meeting/conference times;
3. convene annual meetings to explain the school programs, policies, and plans;
4. involve parents in planning and evaluation procedures;
5. provide prompt, personal responses to parents’ requests and recommendations;
6. strengthen the effectiveness of parents’ ability to work with their children at home by providing training and support;
7. provide school performance profiles that clearly show parents the school’s progress toward meeting state standards;
8. provide opportunities for parents to assist in the instructional process at school and at home;
9. provide regular feedback to parents about their child’s progress in all educational programs;
10. provide a description and explanation of the curriculum, assessment, and expected proficiency requirements;
11. develop homework practices that foster successful learning experiences for parent and child;
12. assess the professional development needs of staff members and provide training opportunities designed to strengthen staff involvement with parents;
13. coordinate services with the school counselor, social services, and community agencies to address key family issues;
14. develop a School-Parent Compact designed to outline the role of a parent, child, and school;
15. work constructively with school level PTO to actively involve parents in their child’s school.

**School/Parent Involvement Policy Required Components**

1. Crystal Springs High School will take the following actions to involve parents in the joint development of its school parental involvement plan:
	* *Parent/Teacher Meetings*
	* *PTO Meetings*
	* *School Improvement Team*

1. Crystal Springs High School will convene an annual meeting to

Inform parents of their school’s participation under this plan and the right of the parents to be involved.

1. Crystal Springs High School will provide the following necessary

coordination, technical assistance, and other support to assist in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

* + *Parent Education Night*- Parents will be provided information about No Child Left Behind and accountability
	+ *Assessment Review* – Parents will be instructed using “parent friendly” terms on how to interpret state assessment scores
	+ *Parent Education and Family Support* – Parents will be provided a schedule for workshops that are offered through *The MS Forum on Children and Families*

1. Crystal Springs High School will provide parents of children who have been identified as ELL with the following via parent notification:
	* Provision of access regarding the child’s level of English

proficiency

* Methods of instructional support
* Exit requirements
* Parental rights
1. Crystal Springs High School will solicit parental input on policies and

procedures in place at the school through questionnaires, surveys, and/or interviews.

1. Crystal Springs High School will provide access of the

school’s performance score, performance label, and the level of achievement of their child’s state academic assessments via parent report card.

1. Crystal Springs High School will inform parents in a timely manner if

their child is assigned for four or more weeks to a teacher who is not highly qualified via parent notification letters.

1. Crystal Springs High School will provide access to parents

regarding teacher certification, qualification, and licensing criteria.

1. Crystal Springs High School will take the following actions to ensure

that Title I 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 the native language.

*Handbooks, Parent Orientation, Newsletters*

1. Crystal Springs High School will take the following actions to conduct an annual evaluation of the content and effectiveness of its existing parental involvement policy. The evaluation will include identifying barriers that have discouraged or been a hindrance to parental involvement at Crystal Springs High School. The school will use the findings of the evaluation to design strategies that will lead to a more productive collaboration between school and family in the areas of parental involvement.

**Adoption:**

The Crystal Springs High School Parental Involvement Plan was developed and agreed upon by the School Improvement/Planning Team on May 22, 2013.