

Narragansett Elementary Parent Involvement Policy

The administration, staff and parents of this school believe that the improved academic achievement of each student is a responsibility shared by the entire school community to prepare students for a lifelong love of learning.

Visitation

Parents and/or guardians are welcome in Narragansett Elementary School. We also welcome prospective students, transferring students and new families.

- ❖ Please contact your child's teacher or building administrator to make an appointment to visit the classroom or tour the school
- ❖ On the day of your visit please report to the main office to be welcomed. You will be asked to sign in and obtain a VISITOR sticker to be worn during your stay at NES

Volunteering

There are many opportunities to volunteer at NES. Parents can volunteer in several capacities: on a regular basis or during classroom or school wide events. **To ensure safety, all volunteers and chaperones MUST have a passed background check.**

This process is done through the Attorney General's office. You could either go to the Attorney General's office and apply in person, or mail the form on the website to the Attorney General's office and it will take at least two weeks. There is a small fee to process. Please note: Background checks do expire. It is important to verify that your background check is valid well before a volunteering opportunity.

If you are interested:

- ❖ Sign up for school wide events with the PTO during Back to School Night
- ❖ Speak to your child's teacher (classroom help, chaperones, etc...)
- ❖ Inquire at the office if you do not have a child in the school and wish to offer your services or if you prefer to volunteer in non classroom capacities (library, art, cafeteria etc...)
- ❖ Sign up for the "Power of an Hour" program (see appendix)

Resources and Information:

- ❖ BCI (background check) forms can be found in office and online at <http://www.narragansett.k12.ri.us/Forms/Volunteer%20Background%20Check.pdf>
- ❖ Volunteer handbook can be found in the office
- ❖ Chaperoning guidelines are located in front office
- ❖ Training is available through the classroom teacher or other assigned personnel

Please Note:

Volunteering is at the discretion of teacher and classroom schedule. If there are no opportunities in your child's classroom, other opportunities are available within the school.

Change of information-if you have any personal information change it is the parents' responsibility to update/change background check information.

Events

- ❖ There are many school sponsored events for parents and families throughout the school year.
- ❖ Families are encouraged to attend as it is an important part of school experience and a way to show the importance of a school/home connection to children.
- ❖ We are proud to offer academic information events (Literacy and Math Nights), family events (Pizza Pig Out, Sundaes on Sunday, School Concerts), and classroom sponsored activities.
- ❖ If financial barriers keep you from attending, extra support is available (contact principal for details)
- ❖ Volunteers are needed to run events. An opportunity to sign up to volunteer for specific tasks will be at Open House in the fall.

Communication -“Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities...”, NCLB (No Child Left Behind)

- ❖ There are a variety of ways that NES staff communicates with parents.
- ❖ If a parent requires translation services, we are able to accommodate their request.

Daily Opportunities:

School Communications- please check your child's backpack & e-mail regularly

- ❖ Newsletters: PTO, Classroom, Parent Connection, Feinstein, flyers for community and school opportunities, teacher/parent communication
- ❖ Phone and email communication: each teacher has school e- mail and phone extensions which can be located on the school website:
<http://www.narragansett.k12.ri.us/NES/Index.html>
- ❖ Hard copies of list serve communications to families without email

Web Based Communication:

- ❖ Newsletters: PTO, Classroom, Parent Connection, Feinstein, flyers for community and school opportunities, teacher/parent communication
- ❖ Alert Now phone message system
- ❖ School website: <http://www.narragansett.k12.ri.us/NES/Index.html>
- ❖ Principal and teacher blogs
- ❖ List serve to receive school notifications.
- ❖ School Communication for families with email (those without email will be sent home via backpack)

Ongoing:

- ❖ School sign
- ❖ Parent corner in main office
- ❖ PTO bulletin board near front office

Monthly:

- ❖ PTO meetings – Bi-Monthly
- ❖ School Committee Meetings - Monthly
- ❖ School Improvement Team Meetings(SIT) – Quarterly

Annually:

- ❖ Open House
- ❖ Parent /Teacher Conferences happen in the late fall each school year
- ❖ Report Cards- students in kindergarten receive 2 report cards each year. Students in Grade 1-4 receive 3 report cards each year.
- ❖ Grade Level Parent (only) Information Sessions

Education

Academics, teaching and learning are at the forefront of what we share with parents. The curriculum and Grade Level Expectations and Common Core State Standards can be located on the district website: <http://www.narragansett.k12.ri.us/>. If your child is having academic issues please contact the teacher to discuss supports that are in place and available for each student.

Testing

Each school year we screen and assess students with a combination of school, district and state assessments. We provide assessment information through the mail, with report cards or during parent/teacher conferences.

Report Cards

At NES we have a standards based report card. Each reporting period the classroom teacher indicates your child's progress aligned to what the child is expected to know and be able to do at their grade level for that time of year. Students are expected to meet Common Core State Standards and/or Grade Level Expectations (GLEs) as their standard requirement. Parents are asked to acknowledge that they receive the report card and review it with their child.

Questions and Concerns

If you have questions or concerns regarding your child's learning the following protocol is asked to be followed:

- ❖ Contact your child's teacher by note, phone or email
- ❖ If your concern is not resolved then make an appointment with your child's teacher to discuss your concern
- ❖ If further help is needed then contact the principals

Also note that NES has a school psychologist that is available to discuss concerns as well.

Leadership

We welcome parents to become involved in a leadership role. The following are options for this:

- ❖ PTO-Parent Teacher Organization,
<http://www.narragansett.k12.ri.us/NES/Nespto.htm>
- ❖ SIT- School Improvement Team- a team including administration, teachers, parents and community members who meet quarterly to develop and monitor a goals- based plan for each academic school year
- ❖ Special Education Parent Advisory Committee- special education parent committee meets 5 times per year
<http://www.narragansett.k12.ri.us/SPED/Special%20Services.htm>
- ❖ Systems Design/Strategic Planning Committee- district educational plan that the superintendent, building administrators, community members and parents develop and review annually

Teachers/Staff

With regard to professional development, the school will:

- ❖ Provide training to school staff to strengthen parent involvement efforts relating to:
- ❖ The value and utility of contributions of parents
- ❖ How to reach out to, communicate with, and work with parents as equal partners
- ❖ Implementing and coordinating parent programs
- ❖ Building ties between parents and the school
- ❖ Parental participation in homework and teacher communication

Title I

Title 1 federal funds come to the school based on the number of students who qualify for free and reduced lunch. These funds pay for educational supports to help all students reach their academic potential

- ❖ Parents will be notified if their child is a Title I student
- ❖ The school will host Title I events throughout the school year, which will include:
- ❖ In the fall an annual meeting with all Title I parents regarding Title I regulations, parent involvement policy, services child will receive, the rights of parents to be involved and parent information sessions
- ❖ Title 1 families will receive notifications and invitations to events through the school flyers and mail
- ❖ Childcare will be provided at Title I events
- ❖ Parents and students will be asked to provide feedback regarding Title 1 programs (parent workshops, student intervention programs during the school day, after school and summer) in order to plan future programs
- ❖ Annually-Title I parents will be involved in reviewing and planning the Title I plan.

Parent Involvement Policy

This policy was written by parents, teachers, and administrators from the School Improvement Team, and Title I parents in collaboration with RIPIN

- ❖ This policy will be reviewed and revised annually as our school community changes each spring with the School Improvement Team (including Title I Parents)
- ❖ Parents, teachers, and administrators will be involved in all revisions of this policy
- ❖ This policy is posted in the school handbook and on the school webpage <http://www.narragansett.k12.ri.us/NES/Index.html>