

2018-2020 New Field CIWP Parent Policy

Schools must involve parents in the joint development and periodic review and revision of the ESSA, Title I school parental and family engagement plan and policy, and in the process of school review and improvement. Please describe how this will be accomplished.

- **Parent Compact and policy reviewed, adjusted and finalized in PAC, BAC and LSC meetings**
- **Final compact and policy posted on school website**
- **Parent compact and policy reviewed annually at each PAC, LSC and organizational meetings**
- **Parent compact and policy will be revised, if necessary, following annual organizational meetings**
- **Adjustments are made based on parent feedback**

The school will hold an annual meeting at a time convenient to parents during the first month of school to inform them of the school's participation in ESSA, Title I programs and to explain the Title I requirements and their right to be involved in the Title I programs. The school will also offer a number of additional parental involvement meetings, including school PAC meetings, at different times and will invite all parents of children participating in the NCLB, Title I program to these meetings, and encourage them to attend. Please describe how this will be accomplished. Please list the projected date of your Title I Annual Meeting and your Title I PAC Organizational Meeting

- **The PAC Annual Title I meeting is scheduled for Thursday, September 13 at 9:00 AM in the New Field cafeteria**
- **The PAC Annual Organizational meeting is scheduled for Thursday, October 11 at 9:00 AM in the New Field cafeteria**
- **The Annual Meeting will focus on necessary Title I documents and explanation of key policies. The Organizational Meeting will focus on explanation of Title I parent funds, PAC elections, explanation of Title I program/curriculum/school data**
- **Survey parents to identify alternative meeting times and dates that accommodate a variety of parents.**

At the request of parents, schools will provide opportunities for regular meetings, including the School Parent Advisory Council meetings, for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. Please describe how the school will immediately respond to any such suggestions.

- **This will be accomplished during our yearly Title I PAC Organizational and feedback session in the first quarter of the school year. Included in this meeting will be grade level expectations and standardized assessment expectations.**
- **At the request of parents, the PAC will form a communications subcommittee charged with creating an inventory of structural, cultural and attitudinal barriers to full parent participation; and developing a comprehensive plan to improve family engagement and build parent capacity.**
- **Employ low-cost, high-impact offline and online digital and social media tools, including Facebook, school website and instant messaging platforms to create robust, culturally-responsive and accessible two-way channels of communications for parents and school community.**

Schools will provide parents a report of their child's performance on the State assessment in at least math, language arts and reading. Please describe how this will be accomplished.

- **Parents will receive their child's results on the following exams:**
 - **NWEA Reading and Math (beginning of year, middle of year, end of year)**
 - **BAS (beginning of year, middle of year, end of year) reading assessment data**
 - **ACCESS for English Learners, results from previous school year in fall of current school year**
 - **PARCC for third and fourth grade students (whenever possible)**
- **Parents will also receive school-wide results through the annual State of the School presentation and via the CPS School Report Card. School will provide information to parents that explains each assessment.**
- **One PAC and BAC meeting each year is dedicated to explaining the assessment policies, methodologies, test structure and methods to prepare for testing success and how it works within the inclusive model at New Field.**

Schools will provide parents timely notice when their child has been assigned to, or taught by, a teacher who is not "highly qualified," as defined in the Title I Final Regulations, for at least four (4) consecutive weeks. Please describe how this will be accomplished.

- **All teachers are highly qualified at New Field. Letters are sent home to parents if, for whatever reason, a teacher is not highly qualified.**

Schools will assist parents of participating NCLB Title I children in understanding: 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 Title I, Part A; how to monitor their child's progress; and how to work with educators. Please describe how this will be accomplished.

- **During Open House in September, parent-teacher conferences, and specific needs based conferences, teachers will explain both the expectations and assessment results to parents. This will include how parents can support their child at home.**
- **PAC and/or BAC meetings focus on building parent understanding of grade level expectations, assessments, and inclusive practices. PAC and BAC meetings regularly enlist parents in developing and implementing strategies for meeting grade level expectations at home.**

Schools will provide information, resources, materials and training, including literacy training and technology, as appropriate, to assist parents in working with their children to improve their academic achievement, and to encourage increased parental involvement. Please describe how this will be accomplished.

- **Parents will be able to participate in ESL and computer classes (at Sullivan High School Chicago Public Library, Howard Area Community Center, Centro Romero).**
- **Parents will have access to onsite courses such as free GED or ESL programming**
- **Parents have access to literacy, skills-based, occupational and academic programming offered through Parent University at Sullivan High School**
- **Parents will also have access to computers and printer in the Parent Room. Take steps to increase parental awareness and use of this resource.**

- **There will be a minimum of one PAC and BAC teacher-led, workshop-based meeting that focuses on strategies for supporting student growth in literacy and math at home.**
- **A minimum of one PAC and/or BAC meeting will focus on opportunities after 4th grade at Eugene Field as well as other options within the district..**
- **A minimum of one PAC and/or BAC meeting will focus on supporting New Field’s Social Emotional Learning, Cultural Competence and Restorative Justice standards and expectations.**
- **Parents will have access to a parent-run lending library to check out resources for supporting academic achievement and increased parent involvement .**
- **Parents will have access to bilingual grade-level Eureka Math homework helpers through the parent-run lending library.**
- **Parents will have access to online supports and will have opportunities to receive training for programs such as Compass Learning, Parent Portal, Class Dojo, Raz Kids, Brain Pop Jr and more. PAC will explore strategies to ensure all parents have full access and understanding of online supports.**

Schools will educate all staff in the value and utility of contributions by parents and in how to reach out to, communicate and work with, parents as equal partners in the education of their children and in how to implement and coordinate parent programs and build ties with parents. Please describe how this will be accomplished.

- **Monthly and special PAC and BAC meetings are promoted by staff and announced to the community through handouts and across digital channels.**
- **New Field staff will create a list of volunteer opportunities throughout the building. List will be sent out to parents and promoted by staff. Parents will be able to sign up for a variety of volunteer opportunities.**
- **Create an ongoing dialogue between parents and staff in order to better understand what parent engagement means. Identify specific parent volunteer opportunities.**
- **Training and Professional Development time to build school-wide teacher-staff investment in supporting meaningful and robust parent engagement.**

Schools will, to the extent feasible and appropriate, coordinate and integrate parent programs and activities with Head Start, Reading First, Early Reading First involvement, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs, to further encourage and support parents in more fully participating in their children's education. Please describe how this will be accomplished.

- **Pre K parent meetings and Pre K parent workshops will encourage parent participation and increase parent capacity.**
- **The PAC together with the BAC will schedule a minimum of one meeting focused on programs and activities relevant to early education parents.**

Schools will ensure that information related to the school and parent programs, meetings, and other activities is sent to parents in understandable and uniform formats, including language. Please describe how this will be accomplished.

- **All communication to parents is sent in English,Spanish including a reminder that the school will endeavor to provide translation of all communication to parents into other high incidence languages.**

- All communication to parents is sent with as much notice as possible in multiple channels both online and offline.
- All meetings will be conducted in English and Spanish. We will work to add support for all high incidence languages.
- Newcomer parents will have access to translators or telephonic translation during report card pick up.
- Important school documents such as the parent handbook, promotion policies, Healthy Student Market notices, parent/teacher conference notifications and more will be translated into high incidence languages
- Parents are encouraged to request assistance with language needs.
- Publicize the availability of translation services and explore other avenues for meaningful, two-way communication for all parents.

Policy Implementation Activities

The LSC will approve the school improvement plan and monitor the CIWP.

In the CIWP, the school identifies current parental involvement practices and outlines activities related to expanding parent partnership programs.

The school will coordinate the parent involvement programs identified in the CIWP.

The school will evaluate the parent involvement policy for effectiveness and make improvements as necessary.

2018-2010 New Field CIWP Parent Compact

The school will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating student to meet the State's student academic achievement standards. Describe how the school will provide high-quality curriculum and instruction in a supportive environment. (Restate the school mission.)

We challenge our students to achieve their highest potential

We teach our students to communicate their learning in a variety of ways. We commit to being respectful, responsible, and collaborative.

We develop independent, lifelong learners and socially responsible citizens.

The school will hold parent-teacher conferences. Describe the kinds of parent-teacher conferences that will be held and the dates on which they are scheduled.

- **We will hold our Parent-Teacher Conferences in November and April.**
- **Parents will be informed of the event through our monthly calendar, website, facebook and robocalls**
- **Teachers will discuss grade level expectations, assessments, and students' social/emotional well-being.**

The school will provide parents with frequent reports on their children's progress. Describe when and how the school will provide reports to parents.

- **Pre Kindergarten students will receive reports of how their child is doing with Teaching Strategies Gold report.**
- **Kindergarten parents will receive math and literacy snapshot.**
- **1st-4th grade parents will receive mid-quarter progress reports at 5 week march of each grading period.**
- **Students not making adequate progress will receive notification of MTSS (multi-tiered systems of support) Tier 2 or 3 interventions**
- **The school will also send out NWEA (beginning of year, middle of year, end of year) reports, BAS (beginning of year, middle of year, end of year) reports, ACCESS reports (when possible), PARCC (when possible). Parents will also be instructed how to access the Parent Portal.**

The school will provide parents access to staff. Describe when, where and how staff will be available for consultations with parents.

- **Staff are usually available between 8:15am-8:45am and 3:45-4:00 PM Monday through Friday to meet with parents. Other times may be during teacher preparation periods.**

The school will provide parents opportunities to volunteer and participate in their children's classes. Describe how and when parents may volunteer, participate, and observe classroom activities.

- **Parents will be provided opportunities to volunteer within the classroom and outside the classroom.**
- **Schedule a minimum of one PAC and/or BAC meeting to explore parent volunteer opportunities and strategies.**
- **All parents are invited to volunteer during the school day.**
- **Staff will create a list of volunteer opportunities and send out to parents to sign up.**
- **The school will attempt to bring an agency to the school that can provide fingerprint test.**

The parents will support their children's learning. Describe how the parents will assist learning (i.e. monitoring attendance, homework completion).

- **Parents will be made aware of homework by the teacher and the monthly grade level newsletters.**
- **Teachers are encouraged to engage in an ongoing, two-way conversation about homework policy and the needs of their children.**
- **The school will send out reminders regarding attendance policies, parents will receive 5/10 day absence letters as well as attendance “nudge” letters. Parents will monitor attendance to ensure student attendance stays at or above 95%.**
- **Parents will be trained to effectively monitor homework and attendance via Classroom Dojo and/or Parent Portal**
- **Workshops will be provided for parents on ways to support their child's academic needs.**

The parents will participate in decisions relating to the education of their children. Describe when, where and how parents will consult with the school.

- **The principal and assistant principal are available daily with parents.**

- **Parents are invited to the LSC, PAC, BAC, and Coffee with Principal meetings to participate in decision-making regarding the education of their children. Communication subcommittee will explore ways to increase parent participation.**
- **All parents will have the opportunity to run for LSC, PAC, and BAC.**
- **Parents will serve on CIWP committee and explore a longer time frame for the development of the next CIWP.**

The students will share the responsibility for improved student academic achievement.

- **Students will set goals for grades, homework, BAS reading assessment and NWEA assessment and track progress towards such goals**
- **Students are expected to commit to being respectful, responsible, and collaborative in the classroom, in the hallways, in restrooms, and on the playground.**

Describe how the students will assure academic achievement (i.e. good attendance, positive attitude, class preparation).

- **Parents and students are responsible for arriving to school on time every day with appropriate materials.**
- **They are expected to commit to being respectful, responsible, and collaborative in the classroom, in the hallways, in restrooms, and on the playground.**
- **Teachers and students will work together on developing academic and behavior goals.**
- **The school sends out the Parent Handbook to communicate expectations for students and parents. Students will receive recognition for perfect attendance and honor roll quart**