

## **Parent-School Involvement Plan 2011-12**

### **Northfield Public Schools Expectations**

Northfield Public Schools agrees to implement the following requirements as required at ESEA §1118(a)(2):

- Northfield Public Schools will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I programs. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Northfield Public Schools will work with its schools to ensure that the required school-level parent involvement plan meets the Title I requirements, and includes, as a component, a school-parent compact.
- Northfield Public Schools will incorporate this district-wide parent involvement plan into its district plan.
- In carrying out the Title I parent involvement requirements, to the extent practicable, Northfield Public School District and its schools will provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If Northfield Public Schools plan for Title I is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the district submits the plan to Minnesota Department of Education.
- Northfield Public Schools will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in Minnesota (i.e., Minnesota Parent Center, Bloomington, MN).

## **District/School Parent Involvement Plan**

1. Northfield Public Schools will take the following actions to involve parents in the joint development of its Title 1 parent involvement plan:
  - All parents of children receiving Title 1 services will be surveyed as to their satisfaction with current Title 1 services during the Spring of 2011. The survey will solicit recommendations for improving the Title 1 program and increasing parental involvement in the program.
  - That survey will also invite parents' to participate in the development of the 2011-12 Title 1 application and parent involvement plan.
  - Results of the parent survey will be tabulated and shared with those staff and parents who participate in development of the 2011-12 application and plan.
2. Northfield public schools will involve parents in the process of district and school plan, review and improvement:
  - The results of the MCA II assessments and the resulting school report card will be discussed at a school board meeting, which is aired on several occasions on the local cable network. An article regarding those results will be published in the Northfield News, and a copy of that article will be posted on the District's website.
  - In addition to the activities listed above, each parent in the district will receive a letter indicating the AYP status of the district and any school that does not make adequate yearly progress?
  - Students are identified for Title 1 services based primarily on testing results (Developmental Reading Assessment, MCA II, and MAP), with consideration given to performance in the curriculum last year and teacher recommendations.
  - Dependent upon the AYP status of Bridgewater Elementary:
    - i.* If Bridgewater makes AYP – Each parent of a student attending Greenvale Park elementary will receive a letter in both English and Spanish, informing them of the option to transfer their child to Bridgewater Elementary school. Parents may initiate the transfer by contacting the either the District office or Principal's office at Greenvale Park. Arrangements will then be made for transportation to Bridgewater Elementary.
    - ii.* If Bridgewater does not make AYP – There will be no elementary school within the district that students can transfer to under school choice.
  - Each parent of a student attending Greenvale Park elementary will be sent a letter, in both English and Spanish, indicating that students eligible for Free or Reduced Lunch,
3. Parents from each of the Title 1 schools and non-public school were invited to participate in the development of the 2011-12 Title 1 plan. This included reviewing a brief history of Title 1 services in the district, reviewing feedback regarding the 2010-11 Title 1 program, examining various scenarios that might play out depending on the AYP status of schools and discussing 2011-12 services.

4. To increase participation of parents whose children receive Title 1 services, Title 1 parent meetings will be scheduled to coincide with regularly scheduled parent-teacher conferences. These conferences/Title 1 meetings will be scheduled both during the school day and in the evening.
5. Northfield Public Schools 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:
  - feedback provided during parent-teacher conferences,
  - an invitation to observe and participate in a Title 1 instructional lesson with their child,
  - parent training opportunities to be developed jointly with the Family Project,
  - continued support and involvement in the Rice County Growing Up Healthy Initiative, and
  - continuation of the Talking Obstacles Reaching College Hopes (TORCH) grant (a multi-agency project to increase the academic success and graduation rate of Latino students).
  - a. Northfield Public Schools will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
  - b. Northfield Public Schools 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 providing parent training opportunities offered during parent-teacher conferences, meetings targeting the district's Latino population, and collaborating with Talking Obstacles Reaching College Hopes (TORCH) grant – a multi-agency project to increase the academic success and graduation rate of Latino students.
  - c. Northfield Public Schools will provide cultural-sensitivity training to all staff to increase our skills in reaching out to and working with our minority populations.
  - d. Northfield Public Schools will coordinate and integrate parental involvement programs and activities with Head Start, the Family Literacy Program (which serves children birth to age 5 and their parents), Hand-in-Hand preschool program (which serves at-risk, school readiness students), and the Early Childhood Family Education resource center. The District is also a founding member of the Rice County Growing Up Healthy Initiative which is focuses on developing neighborhood leadership around environment, safety, health and early childhood development.
  - e. Northfield Public Schools will send home letters, written in both English and Spanish, followed up by a phone call from the Title 1 instructor, ESL instructor, or minority liaison, to inform the parents of students receiving Title I services about parent-teacher conferences, parent programs, meetings, and other activities.

6. Northfield Public Schools will coordinate and integrate parental involvement strategies under Title I with parental involvement strategies under the following other programs: Head Start, Reading First, the Family Literacy Program, Hand-in-Hand Preschool, Early Childhood Family Education and the Rice County Growing Up Healthy Initiative.
7. At its Northfield Public Schools will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement plan in improving the quality of its Title I 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 plan and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement plan.
8. During the spring of 2012, parents of all children receiving Title 1 services will be invited to attending meetings held at both Bridgewater and Greenvale Park Elementary schools to inform parents of their school's participation in Title 1, to explain the requirements of this part, and the right of the parents to be involved in developing the district's Title 1 plan.
9. Following the parent meetings and solicitation of feedback, parent representatives from Bridgewater Elementary, Greenvale Park Elementary and St. Dominic's Elementary will meet to review the survey results and develop plans for the 2012-13 Title 1 program.

### **Shared Responsibilities for High Student Academic Achievement**

As a component of the school-level parental involvement plan, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools each fall during which the compact shall be discussed as the compact relates to the individual child's achievement;
- Provide frequent reports to parents on their children's progress;
- Review student progress with parents during spring parent/teacher conferences,
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities;
- Continue working with the Rice County Growing Up Healthy Initiative (which focuses on developing neighborhood leadership around environment, safety, health and early childhood development) and
- Continuation of the Talking Obstacles Reaching College Hopes (TORCH) to work with families in assisting first-generation Latino students graduate from High School.

## Accessibility

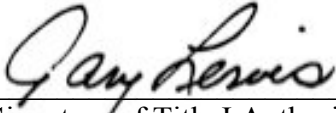
In carrying out the parental involvement requirements of this part, Northfield Public Schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency and parents with children with disabilities, including providing information and school reports in a format and, in both English and Spanish. Information will be provided to parents via email, conventional mail, be posted on the District's website and will be included in the annual report mailed to all residents within District.

## Adoption

The Northfield Public Schools Parent Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I programs, as evidenced by meeting minutes and sign-in sheets.

This Parent Involvement Plan will be in effect for the 2011-12 school year.

Northfield Public Schools will publish this plan on the District website and provide copies to all parents of participating Title I children during fall Parent-teacher conferences.



\_\_\_\_\_  
(Signature of Title I Authorized Representative)

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June 7, 2011  
(Date)

Their parents were involved with the development of Northfield Public Schools Parent Involvement Plan:

Kristen Cade  
Jennifer Kluzak  
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