

# POLICY

Plainfield  
Board of Education  
2415.04 PARENTAL INVOLVEMENT  
Section: Program  
Date Created: July 2012

NCLB Sec. 1118. Parent Involvement.

## HUBBARD MIDDLE SCHOOL PARENT INVOLVEMENT POLICY

### Policy Involvement:

- (1) Hubbard Middle School will take the following actions to involve parents in the distribution of and notification of its schoolwide parent involvement plan/policy using an understandable and uniform format, to the extent practicable, provided in a language the parents can understand and updated periodically to meet the changing needs of the parents and the school, under sections 1112, 1118 (1) respectively:
  - PTO Meetings will be a venue for discussions
  - School Leadership Council meetings
  - Create a 'parent corner' on the HMS district website
- (2) Hubbard Middle School will invite all parents and encourage them to attend an annual meeting and other meetings, at convenient times, to inform parents of participation under Title I, if applicable, and the right of the parents to be involved:
  - Back to School Night
  - Parent Chat - & - Chew
- (3) Hubbard Middle School will take the following actions to involve parents in an organized, ongoing, and timely way, in the planning, review and improvement of programs including the planning, review and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2):
  - PTO Meetings
  - Notice, reminders and/or meeting schedule
  - Parent Chat - & - Chew
- (4) Hubbard Middle School will take the following actions to provide parents with timely information about parent involvement programs:
  - Provide parents with a newsletter
  - Post on school website
  - Global Connect

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- (5) Hubbard Middle School will take the following actions to provide parents with a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the proficiency levels students are expected to meet:
- Materials will be displayed at school functions for parents to read
  - An explanation of what assessments will be given at specific grade levels and when they are to be given
  - Grade level achievement expectations of proficiency will be provided
- (6) Hubbard Middle School will take the following actions to provide parents, **if requested**, with opportunities for meetings to formulate suggestions and to participate, as appropriate, in the decisions relating to the education of their children, and to respond to any such suggestions as soon as practicably possible:
- Parents will be encouraged to communicate with their child's teacher
  - Meetings and programs will be planned based on parental requests and/or suggestions
  - Administer parent surveys
  - Parents will be encouraged to attend scheduled Parent Chat-&-Chew

## **Shared Responsibilities for High Student Academic Standards:**

- (7) Hubbard Middle School will distribute a School-Parent Compact that outlines how parents, the entire school staff, and students share the responsibility for improved academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards:
- The Compact will be reviewed by parents for feedback on an annual basis at the district level
  - Parents, staff and students will sign the compact
  - Copies of the compact will be available for parents
- (8) The Hubbard Middle School Compact will address the importance of communication between teachers and parents on an ongoing basis through at a minimum:
- Parent-teacher conferences
  - Reports to parents on their children's progress
  - Genesis Parent Portal

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## **Building Capacity for Involvement**

- (9) Hubbard Middle School will provide assistance to parents as appropriate, in understanding such topics as the State’s Common Core Standards and State and local academic assessments, the requirements of NCLB/ Title I, how to monitor a child’s progress and work with educators to improve the achievement of their children:
- Inform parents of resources on NCLB and parent involvement
  - Share informational materials/brochures with parents
  - Share ‘NJDOE’ link on HMS district website
  - Share “Common Core” link on HMS’s district website
- (10) Hubbard Middle School will provide as appropriate, materials/training to help parents to work with their children to improve their children’s achievement, e.g. literacy/math training, using technology, etc.,
- (11) Hubbard Middle School will ensure that all information related to school and parent programs, meetings and other activities is sent to the parents in a format and, to the extent practicable, in a language the parents can understand:
- Newsletters, notes and notices will be available in Spanish
  - Global Connect

## **Accessibility**

- (12) The Hubbard Middle School Parent Involvement Plan, to the extent practicable, will provide full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children including information and school reports required under section 1111 in a format and to the extent practicable, in a language parents understand:
- Use translators if needed
  - Use sign language if needed
  - Use strategies to enhance communication, i.e. visual signs and symbols
  - Visual aids, i.e. PowerPoint and Promethean board use