

POLICY

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

NCLB Sec. 1118. Parent Involvement.

PLAINFIELD HIGH SCHOOL PARENT INVOLVEMENT POLICY

Policy Involvement:

(1) Plainfield High 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 Climate Perception surveys are conducted
- Bi-annual Safety Team meetings are held and feedback is collected from participants
- Student agendas are provided for home school communication

(2) Plainfield High 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:

- Open House Freshman Orientation, Freshman Parent Orientation (August/September)
- A Harassment, Intimidation, and Bullying (HIB) workshop held annually thirty minutes prior to the start of Back to School Night/Open House (September)
- Back to School Night / Open House (September)
- Annual Fall & Spring Parent Conferences
- Marking Period Honor Roll Celebrations
- Health Career Fair (Fall & Spring)
- Monthly Wednesday Youth Night Guest Speakers
- College Career Fair & Financial Aid Sessions (November)
- Annual Thanksgiving Drive (November)
- PTO's Annual a Night of Jazz (December)
- Winter Hat and Glove Drive (December)
- State of the School/District Presentation
- PTO Meetings
- Monthly Bilingual Education Parent Meetings
- Junior & Senior Parent Information Meeting

POLICY

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

- Junior & Senior Financial Aid Information Session
 - Winter & Spring Sports Recognition Programs
- (3) Plainfield High 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):
- Meetings
 - Notice, reminders and/or meeting schedule
 - Information shared via school website, Global Connect system and social media
- (4) Plainfield High School will take the following actions to provide parents with timely information about parent involvement programs:
- Provide parents with an event flier
 - Post on school website
 - Post information on school marquee
 - Utilize Global Connect telephone system
 - Announce events during morning and afternoon announcements as reminders for students
 - Post school calendar of events
 - Create social media fan pages for large events (Facebook Fan Page)
 - Provide contact information for guidance staff, district website address with first days of school mailing
- (5) Plainfield High 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 the assessments will be given at specific grade levels
 - Grade level achievement expectations of proficiency will be provided by the district
 - Grade level expectations are reviewed during Freshman/New Student Orientation (Parent Meeting) and during Back to School Night
 - Inform parents in letters home that the district website host curriculum information.
 - State of the School/District presentations share the assessments, results, and remediation steps schools are taking to address student needs
 - PTO Grade Level Curriculum Parent Meetings
 - High School Proficiency Assessment (HSPA) Overview & Data Chat
 - Monthly Bilingual Education Parent Meetings

POLICY

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

- Junior & Senior Parent Information Meeting
- Junior & Senior Financial Aid Information Session

(6) Plainfield High 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:

- Back to School Night. Parents will be encouraged to communicate with their child's teacher
- Meetings and programs will be planned based on parental requests and/or suggestions
- Staff email addresses and information is provided to families during Back to School Night and Parent Conferences.
- Guidance Counselor information is sent home to parents in their welcome packet.
- Monthly Bilingual Education Parent Meetings
- School Climate Survey (Paper copy and online)

Shared Responsibilities for High Student Academic Standards:

(7) Plainfield High 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 Plainfield High 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 (Daily/Weekly Progress Reports)
- Families are welcome to email the students teachers and/or guidance counselor with academic concerns. All staff use their first initial and last name in their email address followed by @plainfield.k12.nj.us (Ex. ZBrown@plainfield.k12.nj.us)
- All parents that register have access to student records.
- Student agendas are provided for home school communication
- All academic information is documented on the Genesis Parent Portal

POLICY

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

Building Capacity for Involvement

- (9) Plainfield High 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
 - Communication regarding student progress is available in English and Spanish for our families
- (10) Plainfield High 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) Plainfield High 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

Accessibility

- (12) The Plainfield High 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