

WEST MILFORD TOWNSHIP PUBLIC SCHOOLS

WESTBROOK SCHOOL

PARENT INVOLVEMENT POLICY

Westbrook School, consistent with West Milford Township Board of Education Policy, is committed to establishing a meaningful home, school, and community partnership. To that end, this [Parental Involvement Policy](#) is developed collaboratively and/or in conjunction with parents of Westbrook School as part of our Parent Advisory Committee (PAC). We consider the parent/guardian as the child's first teacher and encourage and support continued ownership throughout the child's educational career. In this policy, we affirm:

- Westbrook School and Parent Advisory Committee will jointly develop the Parental Involvement Policy. Evidence of parental involvement will be retained at the building level.
- Westbrook School will distribute the Parental Involvement Policy and School Parent Compact to parents of participating children in an understandable and uniform format, and to the extent practicable, in a language the parents understand.
- Westbrook School will post the Parental Involvement Policy to the district website to make it available to the local community.
- Westbrook School and Parent Advisory Committee will review and revise the Parental Involvement Policy annually (within four weeks of the beginning of the school year) to meet the changing needs of parents and our school.

Westbrook School agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

- Parental involvement means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, ensuring that:
 - Parents play an integral role in assisting their child's learning.
 - Parents are encouraged to be actively involved in their child's education at school.
 - Parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child.

Westbrook School will make the following materials available for parent review:

- Districtwide Parental Involvement Policy
- Westbrook School Parental Involvement Policy
- District School Parent Compact
- Parent notification of school programs and Title I programs and activities, distributed to parents at Title I parent meetings, Parent Advisory Committee meetings, PTA meetings, Parent/Teacher Conferences, Back to School Night programs, school newsletters, school website, and written communication with the parent, if eligible for Title I services. In addition, parents of newly eligible participating students will receive the policy upon registration.

- Westbrook School will convene an annual meeting to inform parents of the following:
 - Whether the school is eligible for Title I status
 - Requirements of Title I and Parent/Student Rights covered by Title I regulations
 - Criteria for eligibility and exit criteria for Title I programs, including multiple measures used for assessing eligibility
 - Meeting notifications will be administered through home/school letters, newsletters, websites, and/or an automated phone system

- Westbrook School will provide parents of participating children with a description and explanation of the curricula (including measures of student progress and grade level expectations) through:
 - Annual Title I parent meetings (if eligible)
 - Representative participation in the district level Title I Parental Involvement Committee
 - Parent/teacher conferences
 - PAC/PTA and Family Activities throughout the year
 - Trimester report cards
 - Realtime Parent Portal

- Westbrook School will provide parents of participating children opportunities to participate in the Parent Advisory Committee and make suggestions relating to the education of their children through teacher meetings, surveys or pre-arranged meetings with the Title I Coordinator, principal or other appropriate staff.

- Parents at any time can submit comments or suggestions in writing regarding the school Parental Involvement Policy to their child's teacher, the Title I Coordinator, or building principal.

- Westbrook School will build the capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following activities described below:
 - Kindergarten and New Student Orientations
 - Parent Involvement Events: school-based, grade level, and districtwide activities and events focused on: literacy in reading and language arts, numeracy in mathematics, and a variety of parent training topics (homework, study skills, child health issues, learning strategies, etc.)
 - Parental access to the Realtime Parent Portal
 - Awards Assembly: Celebration of Excellence
 - Resources such as websites, parent organizations, etc.
 - Districtwide parent involvement link on district website
 - Title I Parent link on district website
 - Partnerships with school-based Parent Teacher Organizations (PTA, PTSO, etc.) to identify and offer parent events, e.g., guest speakers and/or other topics determined by parent surveys
 - Summer Literacy Programs
 - Student Planners for grades 3-5/Student; folders for grades K-2
 - Comprehensive Harassment, Intimidation & Bullying program at the school and district levels (maintaining a climate to support teaching and learning)

- Westbrook School will incorporate the School Parent Compact as a component of its school-based Parental Involvement Policy:
 - The School Parent Compact will be a part of the School Parental Involvement Policy on the district webpage
 - Access to the School Parent Compact will be included annually in school newsletters along with the School Parental Involvement Policy

- Westbrook School will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:
 - State academic content standards
 - State student academic achievement standards
 - State and local academic assessments, including alternate assessments
 - Eligibility and exit criteria for Title I programs
 - Multiple measures used to assess eligibility and exit criteria
 - Requirements of Title I Programs
 - How to monitor their child's progress
 - How to work with educators

- Parents will receive training and necessary information on the topics above through:
 - PTA workshops, School Parent Compacts, highlights of academic standards, digital resources, school sponsored trainings and workshops
 - Upon identification of parental need for information in another language or in another format, the school will take steps to ensure that the parent's request is fulfilled via translation services as available

This Parental Involvement Policy was developed in collaboration with the following people:

Member (print)

Dr. Dana Swarts

Mrs. Holly Stanley

Mrs. Kathy Henzley

Mrs. Wendy Becker

Miss Meghan Donegan

Acting in this capacity:

Principal

Teacher

PTA President/Parent

School Social Worker

Literacy Specialist/Encore Teacher

Date of Adoption:

November 10, 2021

Westbrook School