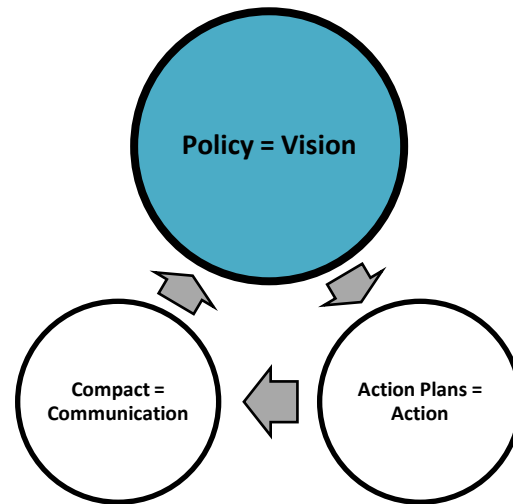


The Family Engagement Action Plan, Parent Involvement Policy and Parent Involvement Compact work together to provide schools with a framework for effective family engagement and align with the School Improvement Plan. To further align with MTSS, these documents encompass the National PTA Standards for Family-School Partnerships.



Defining the Planning Process

Parent Involvement Policy

The Parent Involvement Policy makes a statement about the value of home, school and community partnerships. It also specifies how the school will fulfill its obligations to parents. These obligations serve as the vision for engaging families to support student success.

Parent Involvement Compact

The Parent Involvement Compact is a written agreement between teachers, students and parents. It is a commitment to share responsibility for student learning. If implemented effectively, it will assure that there will be support for the academic success of every student by enhancing effective relationships between home, school and the community.

Family Engagement Action Plan

The Family Engagement Action Plan is a working document that provides a formal structure for a school’s family engagement initiatives. School data should be used to guide the specific goals of the Family Engagement Action Plan. The Academic, Behavioral, Relationship Building and Professional Development goals should work to engage families and the community in achieving success for all students.

Steps to Review and/or Develop the Parent Involvement Policy

USD 259 requires all schools to review the Parent Involvement Policy annually using this process.

Step	Action	Process	*Resources
1	Review	<p>Begin by assessing the current Parent Involvement Policy statements.</p> <p>Review the School Improvement Plan, Parent Involvement Compact and Family Engagement Action Plan.</p> <p>Identify school-related needs based on academic, behavior and climate survey data.</p>	
2	Include	<p>Include school staff, families and students in the process of reviewing and/or developing Parent Involvement Policy statements.</p> <p>Utilize the support of the Family Engagement Team.</p>	Parent Involvement Policy and Compact Professional Development (PD) for Families and Staff
3	Update/ Create	<p>Use the Guiding Questions for the Parent Involvement Policy as a guide to review and/or develop policy statements. Remember to include school staff and families in the process.</p> <p>Include the date the document was reviewed.</p>	<p>Guiding Questions for the Parent Involvement Policy (pg. 3)</p> <p>Sample Parent Involvement Policy (pg. 4)</p>
4	Submit	<p>Submit an electronic copy of the final Parent Involvement Policy to the Family Engagement office (located at the JFISC) by June 1st of each year.</p>	Parent Involvement Compact, Parent Involvement Policy and Family Engagement Action Plan Verification Checklist
5	Share	<p>Determine when and how the Parent Involvement Policy will be presented to school staff and families and utilized during the school year.</p>	

*Resources are available electronically on the USD 259 Family Engagement portal under Family Engagement Planning Process – Moving from Policy to Practice.



Guiding Questions for the Parent Involvement Policy

Use the guiding questions to develop statements about your school's vision for family engagement. The guiding questions are derived from the PTA National Standards for Family-School Partnerships.

What is our vision for ...

- Welcoming all families into the school community?
- Communicating effectively with families?
- Collaborating with families for supporting student success?
- Empowering families to advocate for students?
- Sharing power with families?
- Collaborating with the community?
- Ensuring that staff and families have the capacity to develop effective home-school partnerships?

Additional Parent Involvement Policy Resources

Resources are available electronically on the USD 259 Family Engagement portal under Family Engagement Planning Process – Moving from Policy to Practice

Parent Involvement Policy

- **Parent Involvement Policy and Compact Professional Development (PD) for Families and Staff** – *This professional development tool can be used to familiarize families and staff with the Parent Involvement Policy and Parent Involvement Compact and to solicit input on both documents.*
- **Sample Parent Involvement Policy** – *An example of a Parent Involvement Policy that is aligned with the sample Parent Involvement Compact, sample Action Plans, and the six National PTA Standards for Family-School Partnerships.*

General Planning

- **National PTA Standards for Family-School Partnerships Flyer** – *This flyer explains the six National PTA Standards. The standards are: Welcoming All Families into the School Community, Communicating Effectively, Supporting Student Success, Speaking Up for Every Child, Sharing Power and Collaborating with the Community.*
- **Parent Involvement Compact, Parent Involvement Policy and Family Engagement Action Plan Verification Checklist** – *A yearly verification documenting completion of the Parent Involvement Policy, Parent Involvement Compact and Family Engagement Action Plan. Checklist must be signed by the principal and submitted by June 1st to the USD 259 Family Engagement office.*



SAMPLE POLICY

Madison Academy Parent Involvement Policy

Madison Academy is committed to providing students with high quality instruction in a supportive and effective learning environment. Acknowledging that families are the first and primary educators of our students, the staff at Madison Academy will do the following things to ensure a partnership with all families.

- Staff will ensure that all families will feel welcomed and valued as partners in educating our students.
- Staff will engage in meaningful, two-way communication regarding student academic and behavioral progress with families.
- Staff will collaborate with families to support and strengthen student learning at home and at school.
- Staff will empower families to advocate for all students to ensure that they are treated fairly and have equal learning opportunities.
- Staff will ensure that families are equal partners in decisions that affect academic and behavior policies and practices.
- Staff will collaborate with families and the community to enhance student learning both at school and in the community.
- The school will ensure that staff and families have the necessary research and resources to help them effectively collaborate to support student success.

Data will be used for the planning and evaluation of the Parent Involvement Policy. The Policy is aligned with the Family Engagement Action Plan and the Parent Involvement Compact. Parents, school staff and community members will review and/or revise the Parent Involvement Policy annually.

Review Date: March 24, 2011

