**Holdingford School District #738**

Parent Involvement Plan

2018-2019 School Year

*Holdingford School District* is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as children’s first teachers. Their support for their children and for the school is critical to their children’s success at every step along the way.

District Expectations

The *Holdingford School District* agrees to implement the following requirements:

* *Holdingford School District* 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.
* *Holdingford School District* will work with its schools to ensure that the required school-level Parental Involvement Policy/Procedure meet the Title I requirements, and include, as a component, a school-parent compact.
* *Holdingford School District* will incorporate this district-wide Parental Involvement Policy/Procedures into its district plan.
* In carrying out the Title I parental involvement requirements, to the extent practicable, the *Holdingford 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 *Holdingford School District’s* 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 school district submits the plan to Minnesota Department of Education.
* *Holdingford School District* will involve the parents of children served in Title I schools in decisions about how the one percent of Title I funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I allocations greater than $500,000.)

• *Holdingford School District* 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 Parental Involvement Requirements

*The Holdingford School District* involves parents of participating children in the joint development of the district plan and in developing the district parental involvement policy and procedures.

* + *Gather information from parent surveys conducted at the spring meeting*
  + *Provide information in the District Newsletter and Principal’s Newsletter including information and tips on parenting, discipline, organization, and academics*
  + *Coordinate and monitor that monthly parent involvement activities address student achievement*
  + *Parents help to write the plan, shared publicity through newsletters and meetings, or contact the Title One Coordinator (Jim Stang) to find out how to participate*
  + *Invite families to annual meetings to review/revise the district plan*
  + *PTA meetings held the second Tuesday of each month at 7:00 PM in the elementary building*
  + *Evaluations/surveys of ongoing activities*
  + *Gather information at the Parent-Teacher conferences held each fall and winter*
  + *Coordinating with the Early Childhood and Parent Education services provided in the district*

*The Holdingford School District* provides the coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.

* Assist parents in establishing a grassroots involvement plan at the elementary level
* Information can be shared electronically, on paper, or face to face
* The elementary building will have a go-to representative on parent involvement. That person will be the acting Principal (Jim Stang (320-746-2221 ext. 4461)
* Teacher representatives from the elementary building will be Monica Pick, Denise Waletzko, and Stephanie Talberg. They will make themselves accessible to staff and parents to ask/answer questions, and discuss specifically what they do to foster parental involvement

*The Holdingford School District* will build the schools’ and parents’ capacity for strong parental involvement. In addition, the school district will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in the following paragraphs:

* the state’s academic content standards,
* the state’s student academic achievement standards,
* the state and local academic assessments including alternate assessments,
* the requirements of Title I,
* how to monitor their child’s progress, and
* how to work with educators

A. The Holdingford School District will continue to provide professional staff development activities, workshops, conferences and classes to adhere to such standards.

B. The Holdingford School District will, with the assistance of its Title I schools, 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 literacy materials
* Monitoring progress with the use of Aimsweb technology
* District Newsletter and Principal’s Newsletter updates and tips

C. The Holdingford School District will, with the assistance of its Title I schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

* Providing staff development opportunities
* Utilize MDE Title One personnel and resources
* Frequently evaluate and monitor Title One performance and parental input
* Staff meeting and workshops

D. The Holdingford School District will coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

* Incorporate and meet with early childhood coordinators and staff to integrate ideas and goals. Parents should contact: Jim Stang 320-746-4461 or Kendra Posch 320-746-4465
* Coordinate school plans with district plans
* Provide parent information at meetings conducted by Early Childhood, Parent Education, and Kindergarten round-up
* Locate representatives in close proximity to ensure efficient communication
* Stakeholders will meet quarterly

E. The Holdingford School District will take the following actions to ensure that Title I information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

* Annual evaluations will be sent home in a language that parents can understand.
* Evaluations and surveys will be conducted at different events and sites of parent meetings. Surveys will include such barriers as academics, transportation, child care, etc… The information will be shared among stakeholders and used to improve said programs.
* Include phone surveys for parents that don’t participate

F. The Holdingford School District involves parents in the activities of the schools served under this part.

* Established advisory committees at the elementary level that have parents serve on a district committee to review policies, plans, compacts, etc… The elementary contact is: Jim Stang 320-746-4461
* The district level coordinator is located at the elementary building
* Monetary stipends may be offered to pay for parent liaisons from different linguistic/cultural groups to organize, interpret, and translate activities
* Use of websites (www.holdingford.k12.mn.us), flyers, and newsletters for parents

G. The Holdingford School District will provide assistance to parents of children served in understanding state standards, assessments, and how to monitor a child’s progress.

* If necessary, to provide interpreters at parent meetings and written information in multiple languages
* Establish flexible meeting times and locations
* Fall “Open House”, and fall/winter parent-teacher conferences
* Use website ([www.holdingford.k12.mn.us](http://www.holdingford,k12.mn.us)), Skyward parent access to information on standards, curriculum, and academic results
* Send teacher notes home
* Annual report on curriculum and instruction
* Radio stations WJON and KASM, and the Stearns-Morrison Enterprise

Adoption of the Parent Involvement Plan

*The Holdingford School District*  Parental Involvement Policy/Procedures has been developed/revised jointly with, and agreed on with, parents of children participating in Title I programs, as evidenced by meeting minutes .

This Parent Involvement Policy/Procedures was developed, then revised by the Holdingford School District on 09-1-18and will be in effect for the period of one school year. *Holdingford School District Parent Involvement Policy* will be made available to all parents through our district website.

**Jim Stang**

(Signature of Title I Authorized Representative)

**August 20, 2018-2019 School Year**

(Date)

Parent Advisory Group

2018-2019

These staff members were involved with the development of this document:

*Monica Pick1 ADSIS Teacher*

*Denise Waletzko Title Teacher*

*Stephanie Talberg .5 ADSIS Teacher*

*Shawn Jennings Special Education Teacher*

*Jim Stang Administrator*

*Sheila Johnson School Social Worker*

These community members were involved with the conception and development of this document:

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