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## School Parental Involvement Plan

### General Expectations

Innovations International Charter School of Nevada agrees to:

Be governed by the 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, including ensuring:*

- 1. That parents play an integral role in assisting their child's learning*
- 2. That parents are encouraged to be actively involved in their children's education at school*
- 3. That parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children*

Innovations will seek to:

1. Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent
2. Jointly develop/revise with parents the school's parental involvement policy and distribute it to parents with students enrolled at the school
3. Jointly conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the school's parental involvement policy
4. Use the findings of the parental involvement policy evaluation of the evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy
5. Utilize parent comments for revising the plan in order to maximize the effectiveness of the plan to involve parents in the school
6. Provide an individual students report to parents that documents the child's performance on the State assessments in at least mathematics, language arts, reading and science where applicable
7. Provide parents notification in a timely manner of the use of a long-term substitute teacher and/or ARL teacher for their classroom
8. Provide parents notification in a timely manner of how to access information concerning the professional qualifications of the student's classroom teachers and paraprofessionals

## Parent Involvement

Innovations International Charter School of Nevada will take the following actions to:

1. Convene an annual meeting at a time convenient for parents of enrolled students
  - a. Parents will be invited and strongly encouraged to attend
  - b. The school will provide information concerning the school, its policies, its funding, and the requirements of the various funding sources regarding expectations and the rights of parents

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Parent/Student Orientation Evenings	Administration and Teachers	July 2015 – September 2015	Letters sent home Flyers sent Phone calls home	Sign-in sheets
Parent Open House	Administration and Staff			

2. Offer a flexible number of meetings and may provide with Title I funds, services related to parental involvement

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Family Engagement Evenings	Administration and Staff	July 2015 – May 2016	Flyers sent Phone calls made Posting of meetings and events on the school's website and on the easel in the front lobby Board Agendas posted	Sign-in sheets
Family Literacy Nights				
Open House				
Parent – Teacher Conferences				
Governing Board Meetings	Administration and Board Members			

3. Involve parents in an organized, ongoing, and in a timely manner, in the planning, review, and improvement of Title I programs.

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Meetings	Administration and Staff	July 2015 – May 2016 At least once a semester	Flyers will be sent home	Sign-in sheets

4. Provide parents of enrolled students with the following:
  - Timely information about the programs at the school including those with separate funding sources like Title I

- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
- Opportunities for meetings to formulate suggestions, and to participate, as appropriate, in decisions relating to the education of their children

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Title I Meeting – Parent Orientation Meetings	Administration and Staff	July 205 – May 2016	Letters sent home Flyers sent Phone calls home	Sign-in sheets
Family Literacy Nights	Learning Strategist			
Family Engagement Nights	Parent Engagement Coach/Mentor			
Open House				
Parent Open House				
Public Notification Meetings				

- Note: if the school-wide plan is not satisfactory to the parents, the school will also submit the parents' comments on the plan that will be available to the local education agency.

### **Compact: Shared Responsibilities for High Student Academic Achievement**

As a component of the school-level parental involvement policy/plan, each school will jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. The school-parent compact may be a separate document, but must still be developed in collaboration with parents.

Innovations International Charter School of Nevada will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet Nevada's student academic standards as follows:

*Students will receive 90 minutes of reading instruction daily utilizing Reading Street and a supplementation time of 60 minutes of Moby Max in individual remediation of language needs. In addition, students will receive an additional 30 minutes of supplementary instruction in academic vocabulary and academic literacy using Rule of 3 and Stoplight Reading. This intervention/enrichment will enable students to receive instruction on their grade level content standards and then receive remediation/enrichment activities based on their individual performance levels. Students will receive an additional 60 minutes daily of Envisions math for direct instruction in mathematics concepts. Included with this is a supplementation of Common Core Plus as a curriculum to assist students in transitioning toward success in mastering common core standards while preparing for state mandated testing.*

2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual student's academic achievement. There will be one formalized parent – teacher conference scheduled for early fall each academic year and then parents will be encouraged to seek teachers throughout the school year with concerns.

*A minimum of one parent-teacher conference will be held in the fall each year. This will coincide with the distribution of the first quarter's report cards/progress reports in order to allow parents to work with the teacher in achieving academic success for the child. The purpose of the conference will be to review the progress report/report card and/or behavioral issues and discuss academic successes and weaknesses.*

3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
  - Parents will be provided with a minimum of four (4) progress reports
  - Parents will be provided with one report card per semester (2 in all)
  - Teachers will use the Student Planners on a daily basis to communicate with parents
4. Provide parents with reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
  - IICSN has an open-door policy. Parents may set a meeting or ask to be in class with their child with at least a 24 hour notice at any time during the day.
5. Provide parents with opportunities to volunteer in their children's classroom. They may assist in their children's class and observe classroom activities as follows:
  - Parent volunteers – in the classroom to assist the teacher
  - Small group tutorials – listen to and help children read and/or do spelling/vocabulary
  - Classroom mom/dad – help with activities/parties
  - Classroom chaperones – assist the teacher and students for safety in field trips
  - School-wide activities – assist in the special event evenings conducted by the school (school fair, school book fair, school dances, etc.)

Parents will support the children's learning in the following ways:

- Monitoring attendance
- Ensuring homework is completed and returned in a timely fashion
- Monitoring the amount of time children engage in media and television
- Participating, as appropriate, in decisions relating to the child's education
- Promoting possible use of children's extracurricular time
- Staying positive and using extracurricular time to develop leadership skills (sports, drama, music, etc.)
- Remaining informed about their children's education and communicating with the school
- Reading the newsletters and flyers sent home for continued information as to the happenings and policies of the school
- Serving, to the extent possible, on any committees where a parent representative is needed
- Attending school functions willingly in order to remain current with new educational procedures and information shared about academic achievement for their children

Students will share the responsibility to improve their academic achievement by:

- Doing nightly homework and returning it completed in a timely manner
- Advocating and asking for assistance when needed
- Coming to school prepared to learn
- Reading nightly
- Giving parents all notices, flyers, newsletters, and information sent home for parent information
- Studying and preparing for all exams
- Attending school on time daily in order to make the best use of educational time
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**Building Capacity For Involvement**

Innovations International Charter School of Nevada will take the following actions to:

1. Provide assistance to parents in understanding such topics as:
  - Nevada’s Academic Content Standards
  - Nevada’s School Performance Framework
  - Standardized assessments including alternate assessments
  - Title I Requirements
  - How to Monitor Student Progress
  - Use of Infinite Campus Parent Portal
  - Use of Innovations’ Website
  - How to Work With Educators to Improve Student’s Academic Achievement
  - Smarter Balanced Assessments – Practice Exams
  - End of Course Exams – Practice Exams
  - Expectations/:Policies for Promotion, Retention, and Graduation
  - Legislative Policies That Dictate Student Achievement

Additional Activities Related To Parental Involvement

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Family Literacy Nights	Administration and Staff	July 205 – May 2016	Letters sent home Flyers sent Phone calls home	Sign-in sheets
Family Engagement Nights	Learning Strategist			
Parent Open House	Parent Engagement Coach/Mentor			
Science Night				
Family Field Trips				

Choral Concerts				
Kindergarten Round-Up				
Parents As Learning Partners Yearly				
Parent – Community Conference				
Athletic Events				
Student Celebration Dinners				
Yearly Talent Show				
Parent Volunteer Recognition				
Before and After School Programs for Students and/or Parents				

2. Foster parental involvement by providing materials and training to help parents work with their children to improve their children’s academic achievement.

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Family Literacy Nights	Administration and Staff	July 2015 – May 2016	Letters sent home Flyers sent Phone calls home	Sign-in sheets
Family Engagement Nights	Learning Strategist			
Parents As Learning Partners Yearly	Parent Engagement Coach/Mentor			
Parent – Community Conference				
Before and After School Programs for Students and/or Parents				

Saturday School				
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- Educate teachers, student services personnel, principals, and other staff on the value and utility of contributions of parents and in how to reach out to communicate and work with parents as equal partners. Actions should include how to implement and coordinate parent programs and build ties between parents and the school.

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Volunteer Training	Administration and Instructional Staff	On-going	Communicate with parents through flyers, website, newsletters, phone calls, point of contact when parents are in the school, and with the counselors	Sign-in sheets
Literacy Training	Experts from the local universities			
Technology Training				
Homework Training	Coaches/Mentors for ELL and Literacy			
Test Preparation and Practice Training				

- Coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home to the extent feasible and appropriate. The school will also develop activities that encourage and support parents in more fully participating in the education of their children.

Activity/Task	Staff Responsible	Timeline	Steps	Accountability
Literacy Training	Administration and Instructional Staff	On-going	Communicate with parents through flyers, website, newsletters, phone calls, point of contact when parents are in the school, and with the counselors	Sign-in sheets
Technology Training	Experts from the local universities			
Homework Training				
Test Preparation and Practice Training	Coaches/Mentors for ELL and Literacy			

- Ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of enrolled students in a format and language the parents can understand.

*Information sent home to the parents is sent in English and Spanish which are the two predominant languages spoken at the school. Innovations also has the availability of translators to help parents where appropriate.*

- Provide reasonable support for parental involvement activities as parents may request.

*Information sent home to the parents is sent in English and Spanish which are the two predominant languages spoken at the school. Innovations also has the availability of translators to help parents*

*where appropriate. Activities that are hosted by the school for parents consistently have translators available to help the parents participate and have a voice in what is taking place.*

Innovations International Charter School of Nevada's School Parent Involvement Plan/Policy utilizes many methods for consulting with parents and actively seeking their engagement in the learning process. It chooses to undertake the building of parent capacity for involvement in the school to support students academic achievement. The following outline some of these elements.

1. Provide necessary literacy and mathematic instruction for parents.
2. Provide extended learning opportunities for students where parents may sit with them and observe the learning that takes place while getting assistance in understanding how to help their children with homework and test preparation
3. Provide a day long Parents As Learning Partners Conference in the spring to train parents and bring them the most current information on student achievement and community resources for parents.
4. Pay reasonable and necessary expenses associated with parental involvement activities.
5. Engage parents in working as a family alongside the children to increase their skill level and interest in student academic achievement
6. Arrange school meetings at a variety of times to afford the opportunity for a variety of parents to participate
7. Arrange meetings with parents who are unable to attend conferences at school to maximize parental involvement and participation in their child's education
8. Research, adopt, and implement research-based model approaches to improving parental involvement
9. Develop appropriate rules for community-based organizations and businesses for parental involvement

### **Accessibility**

In carrying out the parental involvement requirements of this plan, to the extent practical, Innovations International Charter School of Nevada shall 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 information and school reports in a format and to the extent practical, in a language parents can understand.

### **Adoption**

This Innovations International Charter School of Nevada Parental Involvement Plan/Policy has been developed and agreed upon as a school participating in the Title I program.

The Parental Involvement Plan/Policy will remain in effect for the 2015 – 2016 school year and will be reviewed in the spring for re-adoption and/or revision as necessary.

The school will distribute this Parental Involvement Plan/Policy to all parents on or before the fall of each school year. A copy of this plan will be kept in the office and made available for review upon stakeholder request.



