



# STOREY ELEMENTARY SCHOOL

## Title I Parent Involvement Policy 2015 - 2016

Storey recognizes that parents are their children's first and most influential teacher and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment.

Storey, with input from their Title I parents, has developed and distributed the Title I Parent Involvement Policy. The policy includes four dimensions:

- Policy Involvement
- Shared responsibilities for High Academic Achievement
- Building capacity for involvement
- Accessibility

This policy will be updated annually to meet the changing needs of parents and the school.

### Policy Involvement

- Storey will convene Title I Parent Meetings to review, revise, and comment on the following items:
  - Site level Parent Involvement Policy
  - School Parent Compact
  - Single Plan for Student Achievement (SPSA)
  - Title I requirements, involvement rights, and programs offered at the site
  - State adopted ELA/Math curriculum, academic assessment tools and proficiency levels of student achievement at site
  - Parent survey results related to the academic programs and learning environment at the site
  - Parent involvement opportunities for helping children succeed
  - Parent recommended meetings with flexible dates and times supported by funding for transportation, child care and/or home visits from Home School Liaisons when available
  - Parent requested meetings related to the educational decisions for their children

### Shared Responsibilities for High Student Academic Achievement

- Staff/Student/Parent Compact – the jointly developed School-Parent compact will identify staff-parent strategies that best support student academic achievement. This compact will be widely distributed to all students, staff and parents of Title I students. The Compact describes and defines the following:
  - The school's responsibilities in providing high quality curriculum and instruction in a supportive learning environment
  - Parent and student responsibilities promoting improved academic learning
  - Effective and ongoing communication methods between parents and teachers

**Building Capacity**

- During Back to School and Parent Conferences teachers will inform parents about curriculum content, achievement standards, assessment results and monitoring student progress
- Parents will be provided with requested training and materials helping to improve their children’s achievement
- Teachers and other staff members will be trained on working with parents as equal partners and building ties between parents and the school
- Teachers will inform parents and students about individual goals based on local and state assessment results
- Storey will provide opportunities for parents to volunteer and participate in their child’s classroom.
- Parents will be encouraged to participate in school activities through memos, weekly letters, Storey Website, surveys, email, School Messenger, and flyers. Information will be provided in a language and format parents can understand.
- Examples of programs and activities at Storey that encourage parent participation in the education of their children, include the following:

- English Language Advisory Council
- School Site Council
- Parent Training – Parent University, Adult School
- Back to School Night
- Open House
- Parent/Staff Coffee Hour
- Classroom Participation
- Student Recognition Assemblies
- Parent Surveys

Examples only:  
Refer to site SPSA  
For specific items

**Accessibility**

- Storey will provide opportunities for full participation to parents with limited English proficiency, parents of migrant children and parents with disabilities. School information and required reports will be provided in a format and, to the extent practicable, in a language, such parents understand.

# FRESNO UNIFIED SCHOOL DISTRICT



Storey Elementary School

## SCHOOL SITE COUNCIL BYLAWS

### ARTICLE I NAME

The name of this committee shall be the Storey School Site Council.

### ARTICLE II

#### ROLE OF THE COUNCIL

The role of this council shall be to:

1. Develop and recommend the school improvement plan.
2. Have ongoing responsibility to review with the principal, teachers, other school personnel, and pupils the implementation of the school improvement program and to assess periodically the effectiveness of the program.
3. Annually review the school improvement plan, and establish a new school improvement budget consistent with the Education Code, and if necessary make modifications in the plan to reflect changing needs, improvements, and priorities.

#### CODE OF CONDUCT

SSC members shall follow Fresno Unified School District's adopted community values as follows:

1. Stewardship-We will lead and follow as stewards of our region, caring responsibly for our community assets. We will work together to achieve the greatest, long-term benefit for the community as a whole;
2. Boundary Crossing and Collaboration-We are willing to cross political, social, ethnic and economic boundaries and partner with others to achieve community outcomes. We will lead "beyond the walls" to create an inclusive, cohesive community through partnership and collaboration;
3. Commitment to Outcomes- We are willing to take responsibility for tasks and achieving specific outcomes. We are committed to staying involved until the tasks are completed;
4. "Art of the Possible" Thinking-We believe that anything is possible in the Fresno Region. We will envision "success without limitations" and then backward map a specific, attainable strategy for achieving that vision;

5. Fact Based Decision Making- To the greatest extent possible, we will base decisions and action plans on objective data, thereby avoiding distortion of issues by personal feelings or agendas;
6. Truth Telling- We value the empowerment of everyone involved, along with all community stakeholders, to honestly and forthrightly share all knowledge, experiences and insights relative to the working at hand. We take responsibility for ensuring our “truth” is current, not historical. We all share the responsibility for maintaining the truth telling standard
7. Power Parity-We respect all persons and recognize that there are diverse viewpoints. Positional power will not determine a strategy or preferred outcome, merit will. Viewpoints from diverse constituencies will be proactively sought to ensure the best possible outcomes for the community.
8. Commitment to Resolving Conflict- Conflict is inevitable and is sometimes required in order to achieve the best outcomes possible. Healthy conflict involves valuing every individual regardless of his or her stance on a specific issue and an unwavering commitment to working through the conflict in a positive manner despite its severity.
9. Asset-Based Approach- We are focused on using a strength-based, asset oriented approach to people and issues. We believe that positive change occurs when we appreciate, value and invest in what is best in our people and our community;
10. Conflict of Interest- We agree to disclose any personal or professional conflict of interest that may affect our objectivity before engaging in work that will impact the community. We seek to avoid even the appearance of impropriety.

Among other things, these values require the SSC members:

1. Shall attend noticed meetings regularly
2. Shall follow State and Federal law and guidance and FUSD Board Policy in the development of the site plan and otherwise.
3. Shall follow the site SSC bylaws
4. Shall assess consensus of the people who elected them with a method that has been discussed and documented at a SSC meeting on the development of the site single plan for student achievement.
5. Shall conduct all SSC business in a courteous, professional manner.
6. Shall perform their legal duty to develop, monitor and implement the single plan for student achievement sit plan. SSC members shall work cooperatively, working speedily to resolve any conflict so as not to jeopardize completion of the site plan.
7. Shall work together to maximize student academic achievement of state content and performance standards.

8. Shall not use their role as SSC members to unduly influence personnel decisions or assert authority not granted to the SSC law.
9. Shall not meet together or attempt to reach consensus on issues outside of duly agendized school site council meetings.

### **ARTICLE III MEMBERS**

#### **Section 1 - Size and Composition**

The membership of this committee shall be composed of ten (10) members to consist of five (5) parents, three (3) teachers, one (1) classified employee and one (1) administrator.

The council shall be composed of the principal and representatives of teachers elected by teachers at the school; other school personnel elected by other school personnel at the school; parents of pupils attending the school elected by such parents.

At the elementary level, the council shall be constituted to ensure parity between (a) the principal, classroom teachers, and other school personnel; and (b) parents or other community members selected by parents.

At the elementary level, classroom teachers shall comprise the majority of those persons representing school staff. Council members representing parents, other community members, or pupils shall not be employees of the school district.

The membership term is August to June.

#### **Section 2 - Election Procedure**

Officers shall be nominated by the group. Persons nominated may decline. Officers shall be elected in accordance with Election Process #2 as defined in the FUSD Sample School Site Council Bylaws.

If the number of nominees is equal to the number of positions needed to be filled, the person(s) nominated will automatically obtain membership with no vote required. If there are more nominees than available positions, a vote will be taken.

New officers shall assume their duties at the close of the election meeting.

No members shall hold the same office more than two years in succession.

Should an officer resign before new elections are held, the chairperson shall appoint a member in good standing to assume the office until the next regular meeting when the vacancy could be filled.

The vice-chairperson shall assume the duties of the chairperson if the chairperson resigns.

Officers shall be replaced by the regular process.

### Section 3 - Term of Office

Members shall serve for two (2) years and elections will be held as needed to replace exiting members.

In case of resignations or vacancy, the person with the next highest number of votes will fill the vacant position until the end of that position's term.

### Section 4 - Termination of Membership

A member shall no longer hold membership should he or she cease to be a resident of the area or no longer meets the membership requirements under which he/she was elected: e.g. a parent becomes an employee of the school site: a classified member becomes a certified teacher, etc. Furthermore, a member missing three (3) meetings in a school year shall automatically be removed from his/her position and the vacancy shall be provided by these bylaws.

### Section 5 - Transfer of Membership

Membership in the SSC is not transferable or assignable.

### Section 6 - Resignation

Resignations will be accepted only upon written notice to the Principal. The written resignation shall become a part of the SSC records.

## **ARTICLE IV OFFICERS**

The officers of this council shall be a chairperson, a vice chairperson, and recording secretary. As the needs of the group change, other officers may be added by mending the bylaws.

### Section 1 - Duties of Officers

It shall be the duty of the chairperson to preside at all the meetings, and to coordinate and be responsible for all group activities.

In the absence or disability of the chairperson, the vice-chairperson shall assume the duties of the chairperson, and will assist the chairperson as needed.

Should both the chairperson and vice-chairperson be unavailable, one of the members present will be designated to preside based upon the consensus of the group.

The recording secretary shall keep the minutes of all meetings.

The recording secretary shall coordinate w/school administrator to see that all members are notified of meetings and agendas are posted.

## **ARTICLE V COMMITTEES**

The chairperson shall appoint such committees as he or she considers necessary at any time, or as directed by a majority of the members present.

## **ARTICLE VI MEETING AND QUORUM**

A quorum to meet shall be 51% or six (6) members of the SSC. Elected alternates may take the place of missing regular members within their representatives groups. No decision of the SSC shall be valid unless a quorum of the duly elected SSC membership is present. If no quorum is in attendance, the regularly scheduled meeting may only be for discussion and information exchange. Minutes of this session shall be kept and labeled as "information only" meeting.

## **ARTICLE VII MEETINGS OPEN TO THE PUBLIC**

All regular, special or work sessions of the SSC are open and accessible to the public. The SSC shall provide for a scheduled period on the agenda for public comments. The public shall submit their name, and concern to the SSC for the written record and abide by a 5 minute time limit per speaker within the allocated time frame for public. Members of the public may also submit related concerns in writing to the SSC.

## **ARTICLE VIII BYLAWS**

### Section 1 - Bylaws Revision

These bylaws shall be reviewed annually by the SSC or a special standing committee for consistency with current state law, policy and guidance and local policy and administrative regulations. Proposed changes that have significant impact on the community shall be posted and subject for public discussion at least one meeting prior to the SSC taking action. Bylaws revision shall be placed on a written agenda and requires a majority vote of the quorum present.

### Section 2 - Accessibility of Bylaws

Bylaws shall be translated for accessibility to the major language groups represented in Storey Elementary School. They shall be available at every SSC meeting to members of the public and distributed to the ELAC and Title I parents once per year. They shall be reviewed for new members and consulted in matters where state law, policy and guidance and local board policy are silent.

Approved by School Site Council: November 17, 2012



# FRESNO UNIFIED SCHOOL DISTRICT

## Staff/Student/Parent Compact Storey Elementary School

### **Staff Section:**

I understand the importance of the school experience to every student and my role as an educator. Therefore, I will voluntarily:

- Foster/encourage parent/teacher partnerships
- Receive training in strategies to effectively communicate with parents
- Teach California adopted grade level standards, skills, and concepts that provide high quality curriculum instruction in a supportive and effective learning environment
- Strive to address the individual needs of your child
- Communicate with you regarding your child's progress
- Provide a safe, positive and healthy learning environment for your child
- Communicate homework and classroom expectations
- Correct and return appropriate work in a timely manner
- Support your child's primary language and culture
- Show respect to self and others at all times
- Provide opportunities for parents to volunteer, participate and observe in child's classroom

### **Student Section**

I know that my education is important and that I am the one responsible for my own success. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- Attend school every day on time and ready to learn
- Review my class work with my parent(s) weekly
- Return completed homework on time
- Follow school rules and be responsible for my own behavior at all times
- Ask for help when needed
- Show respect to self and others at all times

### **Parent Section:**

I understand that my participation in my child's education will help his/her achievement and attitude. Therefore, I will voluntarily:

- Foster/encourage parent/teacher partnerships
- Attend Back to School event, Parent/Teacher conferences, Open House, and other events
- Encourage my child to engage in reading activities for at least 20 minutes every day
- Provide a quiet place/time for my child to complete his/her homework
- Make sure my child gets adequate sleep and has a healthy diet
- Adhere to the school's homework, discipline, dress code, and attendance policies
- Participate in district opportunities for parent training
- Support all elements of the Parent Involvement Policy adopted by the FUSD School Board
- Show respect to self and others at all times