Tovashal Elementary School
Parent Involvement Policy
2010-2011

Vision: Tovashal School embraces a philosophy of shared responsibility where teachers, families and community members work together to build trusting, collaborative relationships in support of students’ academic, social and emotional needs.

Policy Development:
A parent partnership action team met in June of 2009 to develop our Parent Involvement Policy. The policy will be reviewed by the action team on a yearly basis with input taken from our parent survey distributed each May. The policy will be reviewed and approved by our School Site Council and a copy of the policy will be available on our school website and in the school office.

To encourage parent involvement Tovashal School provides:

I. A welcoming environment
- Tovashal Elementary strives to maintain a friendly and welcoming office and campus environment.
- Visitors are greeted politely and promptly in the office.
- Administration and teachers are posted at entrances before and after school to greet students and families, ensure student safety, and address any parent issues or concerns.
- Character Counts signs are posted throughout the school reinforcing the six pillars of character and promoting positive behavior.
- Our campus welcomes parents before school during breakfast on a daily basis.
- Families are welcome to attend our school wide Friday Flag Salute each week.
- Office staff strives to welcome new families and make them feel comfortable, and give them accurate information regarding our school community.
- An information rack is available in the office lobby with information regarding school related programs and the parent center. Information regarding a range of school programs and registration forms is available on our school website.
- At the beginning of each year our PTA provides welcome tables with treats and information to support parents and families in getting off to a positive start.

II. Programs and activities to engage families in improving student achievement
- Student progress and achievement are communicated to parents through report cards, progress reports, and parent conferences. (Forms are also available in Spanish.)
Parents are encouraged to support and celebrate the academic and social achievements of the students.
Parents are invited to come and play at recess with the students.
Parents are invited to attend our Awards Assemblies and other academic programs offered throughout the year such as our Spelling Bee and Native American Museum.
Teachers use weekly classroom newsletters, notes home, e-mail and their classroom websites to communicate with parents regarding academic achievement and expectations.
Back to School night at the beginning of each year gives parents an overview of their child’s specific classroom program.
Programs such as our GATE Parent Information Night provide parents information and support regarding specific academic programs.
Parents of students who are at-risk academically are notified by a personal phone call and letter home at the beginning of the year.
Student Success Team meetings, which include parents, are held regarding students who are having difficulty with school achievement.
Parent input and ideas are shared during monthly conversations with the administration called “Tovashal Talk.”

III. Strong relationships between teachers and families
- Kindergarten teachers provide an orientation at the beginning of each year.
- First grade teachers provide training for parents in the Phonics Game and other phonics, decoding and reading techniques.
- School tours are offered on a regular basis for parents that are interested in learning more about the school and campus.
- Teachers foster positive relationships with parents by communicating through personal phone calls, notes home, newsletters, e-mails, and websites.
- Back to School Night is held each fall and Open House is held each spring.
- Parent volunteers are actively sought out by teachers to provide support in the classroom, for special events and for field trips.
- Preschool teachers coordinate with Kindergarten teachers a smooth transition to kindergarten. Activities may include tours of Kindergarten and Kindergarten Sneak a Peek.

IV. Opportunities for families to develop their skills, self-confidence and school contacts
There are many opportunities to make school contacts and to be involved in school events and activities.
- PTA, ELAC and School Site Council
- Family Nights
- Parent Volunteer Trainings
- A variety of school site and district committees
- Parent nights including our Library Story hour
• Personal invitations, phone calls, and e-mails sent regularly to families to inform them of all school events.
  In addition, Teachers and administrators strive to respond to all e-mails and phone calls within 24 hours and parents are invited to meet with staff in person to discuss all concerns and issues. Our Connect-Ed phone system also ensures that all parents from split families receive information on school events and activities.

V. Professional development for families and staff on how to work together productively.
• Parent workshops offered at schools throughout the district on topics such as Internet Safety, Home to School Safety, Reading, Math, and Bullying.
• School and District websites offer specific information and resources on curriculum
• Information on our district Parent Center classes is readily available

This policy was approved by the Tovashal School Site Council on ________________.

_________________________________  __________________________
SSC Chairperson                               Date

_________________________________  __________________________
Principal                              Date