

**WILLITS CHARTER SCHOOL
PARENT INVOLVEMENT POLICY 2011-2012**

Willits Charter School values parent involvement in the education of children. To ensure effective parent involvement, the school staff will fulfill the following responsibilities.

- A. Willits Charter School will involve parents in the joint development of the Title I plan, Parent Involvement Policy, School-Student-Parent Agreement, and the process of school review and improvement through the following activities:
- Parent participation in the annual review of school-wide progress and development of the Single Plan for Student Achievement (including Title I plan)
 - Parent participation in the annual review of Parent Involvement Policy
 - Helping parents understand academic content standards, standardized test scores, and WCS's annual yearly progress as needed
 - Providing parents with regular feedback regarding student achievement
 - Open door policy at monthly meetings of WCS governing board
 - Required parent service hours which can be fulfilled within the school setting
- B. Willits Charter School will coordinate services and assistance to plan and implement effective parent involvement activities to improve student achievement and school performance through the following activities:
- Encouraging school staff to pursue professional development focusing on strengthening parent involvement efforts and communication with families
 - Providing parents information about Title I services, parental rights, and plan review processes
 - Providing organized opportunities for parents to complete their parent hours
 - Tracking the number of parent hours completed by each family
 - Distributing an online newsletter to families every two weeks
- C. Willits Charter School will build the schools' and parents' capacity for strong parental involvement through the following activities:
- Open door policy at monthly meetings of WCS governing board
 - Encouraging school staff to pursue professional development focusing on strengthening parent involvement efforts and communication with families
 - Requiring parents to sign the Parent-School Agreement whereby parents agree to complete 40 hours of service to the school per enrolled child
 - Distributing an online newsletter to families every two weeks
 - Informing parents of volunteer opportunities
- D. Willits Charter School will coordinate parent involvement activities with other aspects of the school and community through the following activities:
- Requiring attendance at an orientation meeting for new families

- Planning a seminar for parents and students addressing study skills and organization
 - Encouraging parent participation on field trips and community functions
 - Providing information regarding programs that promote literacy, parenting skills, student achievement, and parent participation in the education of children when requested
- E. Willits Charter School will conduct, with the involvement of parents, an annual evaluation of the Parent Involvement Policy that will include identifying barriers to greater parent participation in volunteering in the classroom and in other school activities. Special attention will be paid to the following:
- Soliciting input from parents through a variety of means, including an annual parent/student survey
 - Involving parents who are economically disadvantaged, disabled, or have limited English proficiency
 - Involving parents of all races and ethnic backgrounds and of all educational levels
 - Using evaluation results to revise, if needed, the Parent Involvement Policy.
- F. As a Title I school, Willits Charter School will involve parents in school activities and forward information to parents related to school and parent programs, meetings, and other activities in a format and language that parents can understand. This will be accomplished through the following activities:
- Parent participation in the annual review of school-wide progress and development of the Single Plan for Student Achievement (including Title I plan)
 - Parent participation in the annual review of Parent Involvement Policy
 - Keeping track of completion of parent hours
 - Soliciting parent input on the effectiveness of involvement opportunities
 - Distributing an online newsletter to families every two weeks
 - Providing copies of the Parent-School Agreement and WCS handbook to families
 - Posting public notice of meetings of WCS governing board and school site council
- G. Willits Charter School will make accommodations to support parent involvement at the school level through the following activities:
- Arranging school and parent meetings at a variety of times and/or conducting phone conferences between parents and school staff
 - Providing reasonable support for parental involvement activities as requested by parents
 - Providing full opportunity for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory

children, including providing information in an easy to read format and, to the extent practicable, language that parents understand.

- Providing information, when requested, regarding continuing education classes