CARL SCHURZ HIGH SCHOOL
PARENT INVOLVEMENT POLICY

The following are requirements in the NCLB Title I (section 1118) legislation. Please read each statement and describe how each will be accomplished at your school. For assistance on completing each item below, please contact your Area LSC Facilitator.

1. Schools must involve parents in the joint development and periodic review and revision of the NCLB, Title I school parental involvement plan and policy, and in the process of school review and improvement. Please describe how this will be accomplished.

Parents are encouraged to become actively involved in the school and the committee. We hold monthly LSC, NCLB (PAC) and Bilingual Advisory meetings as well as an Annual Parent Night for our freshmen students and Open house for all parents at the beginning of the school year through these meetings; parents are given the opportunity to provide input as to strategies and ideas that will enhance the educational process at Schurz. These ideas are funneled through our LSC for review and approval, wherein funds are transferred to implement these suggestions. Parents are notified of each of these meetings via school mailings, postings on our school website and through personal telephone calls to the home. All information will be distributed or relayed in two languages; English and Spanish.

2. The school will hold an annual meeting at a time convenient to parents to inform them of the school's participation in NCLB, Title I programs and to explain the Title I requirements and their right to be involved in the Title I programs. The school will also offer a number of additional parental involvement meetings, including school PAC meetings, at different times and will invite all parents of children participating in the NCLB, Title I program to these meetings, and encourage them to attend. Please describe how this will be accomplished.

At the last NCLB PAC meeting of the FY12 school year, in consultation with the current NCLB PAC chair and the parents, the date for the annual meeting for late September / early October 2011 and the dates for the meetings to held during the FY12 school year will be determined. These meetings will be held at least bimonthly from October - May. Also, if at all possible they will be scheduled at least one week prior to the LSC meetings, so that any NCLB PAC requests may be reviewed for approval. The meetings will be held at a variety of times to allow as many parents as possible to participate. Parents will be notified during orientation in the summer, the annual parent night, postings on our website and telephone calls to the home through our auto-dialer system.

3. Schools will provide parents information in a timely manner about its Title I program, including a description and explanation of the curriculum, the academic assessment tools used to measure children's progress, and the proficiency levels students are expected to meet. Please describe how this will be accomplished.

To ensure that parents become active participants in their child's education, we will review the parameters of the Title I program with them at the first NCLB PAC meeting in the fall. Our principal and members of the various academic teams will present a Power Point presentation that will describe and explain the curriculum, expectations and support mechanism in place for their child to achieve expected proficiency levels. As well, this information will be posted on our website and distributed via our first schoolwide mailing. As well as her regular duties, our bilingual coordinator will act as a liaison between the parents and school in providing this information to them at their bilingual meetings and training.

4. At the request of parents, schools will provide opportunities for regular meetings, including the School Parent Advisory Council meetings, for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. Please describe how the school will immediately respond to any such suggestions.

Suggestions presented by parents at the NCLB PAC meetings or via our website will be reviewed at the bimonthly PAC meeting for consideration of PAC funding. If approved, the NCLB Parent Involvement Budget Plan and
related transfer forms will be submitted to the LSC for approval. Upon approval, the NCLB PAC chair will be notified and the activity/event/strategy will be funded and implemented.

5. Schools will provide parents a report of their child's performance on the State assessment in at least math, language arts and reading. Please describe how this will be accomplished.

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6. Schools will provide parents timely notice when their child has been assigned to, or taught by, a teacher who is not "highly qualified," as defined in the Title I Final Regulations, for at least four (4) consecutive weeks. Please describe how this will be accomplished.

Every effort is made by the school administration to only assign highly qualified teachers to teach our courses. However, if it occurs that students have been taught at least four (4) consecutive weeks by a NHQ teacher, the school will forward a letter in a timely manner notifying parents of this fact. The letter will be written in English and Spanish. Thereupon, every effort will be made to reassign the teacher and change their teaching schedule as appropriate.

7. Schools will assist parents of participating NCLB Title I children in understanding: 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, Part A; how to monitor their child's progress; and how to work with educators. Please describe how this will be accomplished.

This training piece will be on-going throughout the school year as a continuation of the first NCLB PAC meeting of the school year where an overview of the NCLB Title I program is presented. Each component will subsequently be addressed in greater detail at each of the following NCLB PAC and Bilingual Advisory Committee meetings.

8. Schools will provide information, resources, materials and training, including literacy training and technology, as appropriate, to assist parents in working with their children to improve their academic achievement, and to encourage increased parental involvement. Please describe how this will be accomplished.

Survey Monkey has been used to analyze the results of a parent survey to determine classes that they would like to be offered through our evening and Saturday parent workshops designed to increase technology skills and English language proficiency as well as Family Reading Night/Week. We will continue to offer ESL and Microsoft Word classes. As well, there will be on-going training on the CPS Parent Portal, FAFSA workshops and Strategies for Parents with At-Risk Children. In addition, posted on our school's website is a monthly subscription to the Parent Institute Magazine which offers tips to help their child. It is printed in both English and Spanish.

9. Schools will educate all staff in the value and utility of contributions by parents and in how to reach out to, communicate and work with, parents as equal partners in the education of their children and in how to implement and coordinate parent programs and build ties with parents. Please describe how this will be accomplished.

Our teachers meet weekly for professional development training. At that time, early in the school year we will schedule a guest speaker to address the parent-home connection and power of parental involvement in achieving the common goal of increased student achievement and meeting national norms on standardized assessments. We will also assign a staff volunteer to attend parent meetings and create an open dialogue between the parents and school personnel in order to build a stronger parent-teacher relationship.
10. Schools will, to the extent feasible and appropriate, coordinate and integrate parent programs and activities with Head Start, Reading First, Early Reading First involvement, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs, to further encourage and support parents in more fully participating in their children's education. Please describe how this will be accomplished.

Representatives of the key academic programs at Schurz High School; i.e. SLC (Small Learning Communities) will be requested to present an overview of their programs at the LSC, NCLB PAC and Bilingual Advisory committee meetings. They will be specifically requested to address the parental involvement component of their programs to support their child's education; i.e. chaperones for the school field trips.

11. Schools will ensure that information related to the school and parent programs, meetings, and other activities is sent to parents in understandable and uniform formats, including language. Please describe how this will be accomplished.

As our demographics indicate that our student population is over 81% Hispanic, we endeavor to provide all communication, such as flyers, calendars and letters sent home with translations for both English and Spanish. The school website at http://www.schurzhs.org has a Google translator component into eight languages. As well, we have a Spanish translator at our LSC meetings and other important events and activities at the school such as the Freshmen Back to School night.

POLICY IMPLEMENTATION ACTIVITIES - Check the box to indicate planned implementation of the activity.

The LSC will approve the school improvement plan and monitor the SIPAAA. x
In the SIPAAA the school identifies current parental involvement practices and outlines activities related to expanding parent partnership programs. x
The school will coordinate the parent involvement programs identified in the SIPAAA. x
The school will evaluate the parent involvement policy for effectiveness and make improvements as necessary. x

Please explain any non-compliant responses (unchecked boxes):

SCHOOL-PARENT COMPACT FOR SCHOOL YEAR 2011-12

The school and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. The following are components in this compact; please describe how each item will be accomplished.

1. The school will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating student to meet the State's student academic achievement standards. Describe how the school will provide high-quality curriculum and instruction in a supportive environment. (Restate the school mission and vision.)

Mission Statement: Carl Schurz High School will provide supportive academic programs for all our students through the small learning communities model. Each course curriculum will incorporate varied instructional approaches that address diverse learning styles and support the social-emotional growth of our multicultural population. The educational environment will focus on the improvement of reading, writing, math and the integration of technology across all content areas. By involving all stakeholders in the learning process, Schurz High School will graduate students prepared to succeed in our global society. Vision Statement: Carl Schurz High
School will provide the essential skills for all students to become responsible citizens in a technological society through curricula that will challenge students: to develop critical thinking; to cultivate high levels of self-motivation for personal and professional achievement; and to recognize they can affect change in a global society.

2. The school will hold parent-teacher conferences. Describe the kinds of parent-teacher conferences that will be held and the dates on which they are scheduled.

Parent-teacher conferences will be held bi-annually in November 2011 and April 2012 as designated on the Chicago Public Schools system wide calendar for Open House. Additionally, through Small Learning Communities (SLC) funding additional teacher-parent conferences will be held for the freshmen and sophomore students at the 5th and 25th weeks of school.

3. The school will provide parents with frequent reports on their children's progress. Describe when and how the school will provide reports to parents.

During the school year at the 5th, 15th, 25th and 35th weeks of school, parents will receive a hard copy of their child's Progress Report mailed home to them. As well, parents/guardians will have access to the CPS Parent Portal on the internet in which they can view their child's progress on a daily basis. Teachers will input grades at least weekly and attendance on a daily basis in Gradebook.

4. The school will provide parents access to staff. Describe when, where and how staff will be available for consultations with parents.

Parents are able to access and schedule appointments for conferences using any of the following methods: e-mail staff through the CPS Parent Portal or Schurz website, telephone, correspondence or by personally visiting the school. As well, parents are encouraged to schedule appointments with counselors and teachers at Open House and after receipt of Progress Reports. Staff members are also available to meet with parents during student orientation at the beginning of the school year.

5. The school will provide parents opportunities to volunteer and participate in their children's classes. Describe how and when parents may volunteer, participate, and observe classroom activities.

Parents are encouraged to become actively involved in their child's education by attending parent meetings such as the Local School Council, NCLB PAC and Bilingual Advisory Committee and serving on a variety of different committees. They are encouraged to assist with club and class activities including chaperoning field trips, assisting with class projects, participating at Open House, attending musical events and concerts, honor society inductions; National Honor Society, Art Honor Society, World Language Honor Societies, award assemblies and through visiting the Science and Metro History fairs.

6. The parents will support their children's learning. Describe how the parents will assist learning (i.e. monitoring attendance, homework completion).

Parents will monitor their child's daily attendance and academic progress by accessing and viewing the information through the CPS Parent Portal and communicating with teachers through e-mail. As well, the Schurz website provides a homework page for each teacher and another mechanism by which communication is possible. The website and student agenda, where notes and information on daily assignments, projects and assessments are written, is another means by which parents can monitor student expectations to ensure homework completion and adequate preparation for quizzes/tests.

7. The parents will participate in decisions relating to the education of their children. Describe when, where and how parents will consult with the school.
Parents will consult with the school at Open House / Report Card Pick Up, activity nights, individual parent conferences and through visits to our various offices. Parents can utilize both our Career Center and Counseling Department to keep the lines of communication open and through which changes can be processed; i.e. program changes, etc.

8. The students will share the responsibility for improved student academic achievement. Describe how the students will assure academic achievement (i.e. good attendance, positive attitude, class preparation).

Students will be empowered to be responsible for their own academic progress and attendance through monitoring the CPS Student Portal. Through their participation in extracurricular activities including clubs, sports and other afterschool activities, such as After School Matters they will develop ownership and a stake in the school as a whole and in their success specifically. Also, through the Small Learning Communities concept all students will be connected to an Academy: Music, Global Studies, Fine Arts, and Finance, open lines of communication with all their teachers will be established as students are mentored by a small network of staff members who care and are concerned about each student's academic progress and success.