

**Broadmoor Elementary Parental Involvement Policy**

**2008-2009**

**Broadmoor Elementary School**

**Lafayette Parish School System**

**Cindy Duhon, Principal**

**Meggan Phillips, Family Involvement Contact Person**

**School Mission Statement:** We will work together to learn and be successful.

**Belief Statements:**

All students can learn, achieve, and succeed.

Teachers, parents, and the school community share the responsibility for the support of the school's mission.

Each student is a valued individual with unique physical, social, emotional, and intellectual needs.

Students learn best when they are actively engaged in the learning process.

Developmentally appropriate learning activities enhance learning at all levels.

Differentiated learning activities address various learning styles.

Experiencing cultural diversity increases the understanding of different peoples and cultures.

A safe and physically comfortable environment promotes student learning.

Located on the south side of Lafayette Parish, Broadmoor Elementary opened its doors in September, 1970, to children from kindergarten through second grade. Currently, it houses kindergarten through fourth grade with a student population that consists of 57% White, 25% African American, 12% Hispanic, .001% American Indian, 5% Asian/Pacific Islander. Broadmoor has a school performance score of 116.8. The school provides a variety of programs that meet the needs of its diverse student population. Two of its hallmark programs are the gifted program and LEP program. The faculty and staff believe that their most significant responsibility is that of providing the optimum learning atmosphere and experience for the education of the total child so that he/she may assume his/her role as a productive and well-adjusted member of society.

The Broadmoor Elementary Parental Involvement Policy was developed by the Parental Involvement Committee. The committee consists of various grade level teachers, support staff, and the PTO president. The policy will be shared with parents by making copies available in the main office, library, and counselors' offices. In order to reach the community, it will be published on our school's website.

During the annual Fall Open House and regular PTO meetings, parents are made aware of the school's participation in Title I. Emphasis is placed on the parents' right to be involved in the planning of various programs and the importance of their input in the educational process. In addition, information regarding the school's Title I budget and how funds are allotted for parental involvement activities and other line items is shared.

Broadmoor Elementary will continue to use its monthly PTO board meetings as the main venue for involving parents in the review of Title I programs and the planning and developing of school policy. Close communication is kept with the parent volunteer coordinator and the PTO president to ensure that parents are kept abreast of the latest information regarding school policy and Title I programs. Also, the school wants parents to be aware of any opportunities which allow them to participate in new developments of school policy and review of potential and existing programs.

The School Report Card that is produced by Louisiana Department of Education is distributed to all students in the fall. This report provides information about the school's performance in a user friendly format, making interpretation simple. Student progress is measured through daily classroom assignments, homework and teacher made tests, which are sent home weekly to be signed and returned. Other assessments of student progress include DRA, iLEAP, and LEAP. Results of these assessments are shared with parents through phone conferences, face-to-face conferences and weekly graded papers. During the annual open house and parent-teacher conference day, teachers share with parents their classroom expectations as it relates to the prescribed curriculum. Also, individual teachers keep parents updated on the skills being covered through various means including classroom newsletters, calendars, and student agenda books. In order to raise the parents' awareness of the State Content Standards, Benchmarks, Grade Level Expectancy, and Louisiana Accountability, the school publishes the Louisiana Department of Education's website in its school newsletter. In addition, brochures listing grade level expectations are mailed home to parents at the beginning of the school year.

Broadmoor Elementary will schedule activities that help parents improve their children's performance in the English Language Arts and Math areas. In conjunction with the annual book fair in the fall, the school will host a Family Literacy Night that will raise awareness of the need for parent/child interaction using literacy activities. In the spring, a Family Math Night will be offered to Broadmoor families to raise awareness of the need for parent/child interaction using math activities. Also, the school will host an iLEAP and LEAP parent meeting in the fall of 2008. More activities will be planned accordingly in response to parents' needs.

The classroom teachers at Broadmoor Elementary are in constant communication with parents regarding their children's progress. Teachers schedule conferences during their planning time and confer with parents by phone and written correspondence. In addition, they subscribe to the traditional modes of communication by way of weekly graded papers, Student Progress Conference Day, interim nine weeks progress reports, and report cards. Administrators also use the Connect-Ed Computer Communication Program to notify parents about upcoming events and important issues related to the students.

The student handbook is an important source of information regarding Broadmoor's programs and policies including the schools Positive Behavior Plan (PBS) plan. The monthly newsletter serves to keep all parents current on important school events and information. Phone conferences and written communication are used when parents are unable to attend meetings or conferences. The school is fortunate to have several bilingual personnel on staff who can translate school information for its limited English students and parents. Faculty and staff work

diligently to ensure that special phone and/or written communication is provided when parents with low-level literacy skills require clarification.

At the beginning of each school year, a letter is sent out to parents soliciting volunteers. Also, the Partners in Education program is used to solicit volunteers from area businesses. A volunteer coffee is given to inform parents and community members about the vast opportunities to volunteer and support the school.

A home-school compact has been developed with input from the administration, teachers, students, and parents. The compacts are distributed at the beginning of the year to students. The classroom teacher reviews and signs the compacts along with his/her students. The compacts are sent home for parents to review with their children and sign. The compact will be revisited each year for evaluation and revisions based on parent feedback.

At the beginning of the year, the Parental Involvement Committee, along with the administration, will review any concerns regarding the school's Title I program and parental involvement policy. Revisions will be made upon consensus.

**The following persons participated in forming and writing this policy:**

- Cindy Duhon- Principal
- Meggan Phillips-Family Involvement Contact Person
- T. Fontenot- Asst. Chairperson, Teacher
- D. Rivera-Teacher
- R. Spencer-Teacher
- J. Carey-Teacher
- L. Blossom-Teacher
- R. Frederick-Teacher
- C. O'Reilly-Counselor
- B. Knepper-Teacher
- Robinson-Teacher
- K. Lewis-Teacher
- F. Williams-Teacher
- H. Harris-Teacher
- T. Soileau- Parent
- C. Babin-Parent

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