

Toronto Elementary School Parent Involvement Plan

At the beginning of each school year, kindergarten teachers conduct parent and student orientation. These sessions are held for small group interaction between the staff, parents, and students. This orientation takes place before the first day of attendance in the new school year. Orientation for grades 1-5 students and parents are held during the first week of school. The purpose is to open communication between parents and teaching staff and to help acquaint the students with the building, staff, and school routines and procedures.

Book buddies are recruited throughout the school year to lend assistance to students in the area of reading. The coordination of this program is assisted by the PTO, the school library, classroom teachers and the building principal. Parents and community members are invited and encouraged to participate as they are available.

Open lines of communication are encouraged between the home and school using a variety of tools. Weekly classroom newsletters keep parents informed about daily activities and volunteer opportunities they can participate in within the school. The school communicates with parents using Progress Book (online gradebook), Remind 101(texting message system), and an automated phone message system. Parents are provided access to their child's gradebook postings so they can monitor their child's academic progress daily if they choose. By using Progress Book, parents can determine if their children are completing assigned work and how well they are performing on tests and classwork. Parents also have immediate access to teachers through the program's messaging system. Musical programs, award ceremonies, and other such programs that involve our students are announced in advance to encourage participation by as many parents as possible.

Parent/Teacher conferences are held twice per year in the evening. Each teacher sends invitations to each student's parents to encourage a face-to-face discussion about their child's progress in the classroom. These conferences are held in November and January of each school year. Parents who are unable to attend during these special evenings are encouraged to schedule a conference during the school day with their child's teachers.

Parents are encouraged to participate in the many activities that take place throughout the school year. The PTO organization keeps parent participation in a wide variety of activities ongoing. An active PTO membership helps keep parents involved in the everyday functions of the school.

School calendars are issued at the beginning of each school year to inform parents of the prospective dates and important activities. The calendars indicate days in session, days not in session, professional development days, dates for progress reports, report cards and teacher workdays.

Each student is provided a student handbook on their first day of attendance. The handbook provides information about the school policies and procedures. Routines and schedules are also included in the handbook to better acquaint the parent and student of the expectations while attending school at Toronto Elementary School.

Parents are invited to be active members of committees that involve the development of policy and procedures for the school.

Parents are key members of the IEP team for all students in our special education programs. Parents are also key components of any IAT team.