

Parental Involvement Plan

International School of Louisiana

The International School of Louisiana's Parent Involvement Plan provides the framework for promoting parental engagement not only in their child's academic efforts but in program and policy development and review. Strong relationships between ISL and its families build trust, identify needs on a proactive basis and create a powerful alliance to support students.

"Parent" at ISL is defined not solely as parent but includes caregivers and extended family as necessary.

The International School of Louisiana will hold an annual meeting at the beginning of the year ("Back to School Night"). At this meeting, administrators, parents, and teachers will review the school's objectives, opportunities for supporting students and families, academic plans and opportunities for parents to participate in school programs.

Parents are involved in an organized, ongoing way in the planning, review and improvement of Title 1 program. The ISL-PTO elected representatives will meet regularly with the school administration and the family liaison to provide input and identify opportunities for prioritizing programs for the school. In addition, school administrators will be active members of the PTO. The Head of School/CEO and Principal will provide reports, solicit input and encourage discussion at PTO meetings. The ISL-PTO will host regular parent meetings wherein ideas for parent education and training will be identified and presented. Additionally, a PTO meeting in the 3rd Quarter will be dedicated for parents to provide feedback and make recommendations for improving the Parental Involvement Plan in the following year.

The family liaison office will be located in the front office so as to be easily accessible to parents. This will provide for ongoing feedback on a regular basis.

In addition, Back-To-School Nights will be held during the first and third quarter of the school year to inform parents of class progress, goals and challenges. Furthermore, Brown Bag Lunches will be held quarterly across all grade levels. At these open forums, the Head of School will give a brief presentation on current news, events and progress at ISL, followed by an open discussion where parents are encouraged to ask questions and have a dialogue about the issues that are important to them. Lastly, the Head of School will meet every other month with members of an Advisory Council of Parents, a representative body of families across grade levels, socio-economic and cultural demographics. This committee will involve parents directly with the Head of School in the process of school review and improvement.

Parent Involvement Goals for the International School of Louisiana are:

- To achieve positive working relationships between educators and parents

- To constantly and consistently improve communication between school and home.
- To encourage strong family involvement that is evident throughout the school with multiple forms of outreach.
- To graduate students who are life-long learners, globally aware and responsible members of the community.

The International School of Louisiana offers meetings and trainings to help parents work with their children to improve their children's school achievement. Ongoing efforts to help parents improve student performance will include but are not limited to parent teacher conferences, teacher web-sites with assignments and classroom objectives, and access to on-line resources. Teachers will review class objectives and course work at Back to School Nights, held twice yearly in the 1st and 3rd Quarters. The ISL-PTO will incorporate presentations for parents into monthly meetings to provide information on such topics as standardized testing and state requirements. Letters and informational flyers on state testing will be sent home to parents prior to standardized test dates. When available, the school will sponsor parent seminars on child development and immersion education. Resources within and outside ISL will be provided on an ongoing basis through articles and announcements in the school newsletter and e-mail communications.

The International School of Louisiana provides parents with a description of the curriculum and the forms of assessment used to measure student progress. Core curriculum descriptions will be available in the parent-student handbook, online at the school's website, from individual teachers and in the school office. Course descriptions for middle school elective classes will be available at the beginning of each year to assist families with course selection. Parents will receive detailed information about the course content and classroom expectations from teachers at Back to School Nights.

Progress reports and quarterly report cards will be issued to let parents know how their child is performing. Narrative report cards will provide parents with a detailed listing of the Grade Level Expectations being measured in each quarter. School Building Level Committees will also be used to put students, parents, teachers and other support staff together to identify challenges to academic success.

Parents are encouraged to volunteer at the school and serve as an active participant at the school. The school's family liaison will act a volunteer coordinator to assist ISL-PTO committees in recruiting volunteers. Parent interest surveys will be conducted annually at the beginning of each school year to record parent interest and special skills. Parents will be consistently recruited for school programs. Monthly newsletters, the school's website and weekly e-mails will provide information to parents on volunteer opportunities. Volunteer training takes place the beginning of school or as needed.

The International School of Louisiana works with community-based organizations to provide a network of support for families. The school will identify and provide information to parents of community programs in language, culture or family support. Information on these programs will be distributed through the monthly newsletter, weekly e-mail and the home-school connection folder.

The school's Family Liaison speaks fluent Spanish, the school's Executive Assistant and Librarian are both fluent in English, French and Spanish. All will provide translation services when needed. The school's Parent-Student Handbook and Code of Conduct will be available in both Spanish and French. Translated materials will be posted on the school's web-site; printed copies will be available upon request.

* * * * *

SCHOOL-PARENT COMPACT

The International School of Louisiana, 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) (participating children), agree that this compact outlines how the parents, the entire charter school staff, and the students will share the responsibility for improved student academic achievement and the means by which the charter school and parents will build and develop a partnership that will help children achieve the State's high standards.

This school-parent compact is in effect during charter school year 2009-2010.

REQUIRED CHARTER SCHOOL-PARENT COMPACT PROVISIONS

Charter school Responsibilities

The International School of Louisiana will:

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

Specifically, as a Language Immersion public charter school, ISL utilizes foreign language as a teaching tool, surrounding or "immersing" students in the second language. In-class activities and instruction are conducted in the target language, following the same curricula, and in some instances, using the same materials (translated into the target language) as those used in non-immersion schools throughout the state. ISL's curriculum is based on the State of Louisiana's Comprehensive Curriculum and student progress is measured using the state's Grade Level Expectations. It is a broad-based curriculum reflecting an interest in the academic, social, emotional, artistic and physical development of children. Integrated, multi-disciplinary units are key elements of ISL's academic program, making learning skills and factual information relevant to each student's experience.

- 2. Hold parent-teacher conferences (at least annually in elementary charter schools) during which this compact will be discussed as it relates to the individual child's achievement.**

Parent-teacher conferences for individual students are to be held at ISL during the first and third quarter of the school year for all grades; these conferences will be scheduled during half-days during times convenient to both parties, with multiple dates/times offered. Parent-teacher conferences may also be requested at any time during the school year by a parent/guardian. To schedule an additional parent-teacher conference, simply contact the teacher by email or speak with the Family Liaison.

3. **Provide parents with frequent reports on their children's progress.** Specifically, the charter school will provide reports as follows:

Progress reports will be given quarterly (mid-quarter) and as needed to monitor student progress. Report cards will be distributed quarterly to all students across all grade levels.

4. **Provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:

ISL strives to make their staff available to ISL families during consistent and convenient times. For this purpose, when parents/guardians have a question, want more information or need clarification of a situation concerning classroom matters, academic or social concerns, their child's classroom/homeroom teacher should be the first point of contact. Teachers are available daily during dismissal, however, for an in-depth discussion of a particular issue or concern, parents are asked to make an appointment. This way the teacher can bring any necessary materials and arrange for time to adequately discuss the matter. The most efficient way to make an appointment with a teacher is to email the teacher directly, or request a meeting through the Family Liaison. Multiple times and dates will be offered to ensure that the meeting is feasible for both parties. Parents/guardians may also request that the Family Liaison be present at the meeting to facilitate communication between languages.

5. **Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities,** as follows:

ISL believes that every child's education is the joint responsibility of the school, the student, their family and the community. ISL parents/guardians are welcome and encouraged to volunteer their time in their child's class, or any other class, where students may benefit from their assistance or expertise.

In addition to specific opportunities provided by individual teachers, parents/guardians may also request to volunteer in the classroom where their assistance will further students' academic or extracurricular progress.

The most efficient way to make such a request is to email the teacher directly, or to speak with the Family Liaison.

ISL teachers agree to inform families in a timely manner of upcoming volunteer opportunities, both in the classroom and outside of it, such as field trip chaperone positions.

Parents/guardians agree to fill out the annual volunteer survey, which provides ISL with important information regarding school-family contact, volunteer interests and availability. By filling out this survey, families will allow ISL to make their communication and volunteer opportunities as efficient and convenient as possible.

Parents/guardians are permitted to observe their child's classroom at any time. ISL asks that parents schedule to an observation time 24 hours in advance.

Beyond in-classroom volunteer opportunities, the ISL-PTO (Parent-Teacher Organization) has constant and ongoing positions open to help support school events and fundraisers. Every parent/guardian, faculty and staff person at ISL is a member of the ISL-PTO; no dues are required for membership. Information about ISL-PTO volunteer opportunities is available in various home-school communications.

6. Facilitate regular, two-way and meaningful home-school communication involving student academic learning and other school activities, as follows:

ISL commits to providing school-wide information to families of ISL students in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language that parents can understand. This will include, but is not limited to: the ISL Times "Tidbits" weekly email blasts, with notifications and upcoming event information; the Polyglot monthly newsletter, with a monthly calendar, reminders, and articles about school activities; fliers sent home in home/school connections or P&T folders; email notification of important events or opportunities; a telephone broadcast system (School Reach) for urgent or school-wide notifications, and periodic updating of ISL's school website, which will contain electronic versions of most school-wide communication. ISL will provide Spanish language versions of all home-school communications upon request.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Monitoring my child's attendance.
- Making sure that homework is completed.

- Monitoring amount of television my child watches.
- Volunteering in various capacities at ISL, striving to reach or exceed ISL's yearly goal of 20 hours per family.
- Participating, as appropriate, in decisions relating to my child's education.
- Respecting teaching time by making mutually convenient appointments to meet with my child's teacher
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with ISL by promptly reading all notices from ISL either received from my child, mail or email, and responding as appropriate.
- Filling out all fields of the annual "Getting to Know You" survey and providing updated contact information throughout the year as changes occur.
- Serving, to the extent possible, on advisory groups, and school committees.



Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- Do my homework every day and ask for help when I need to.
- Read at least 30 minutes every day outside of school time.
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.