

# Parent Involvement School Checklist/Timeline

| Timeline                | Title I Requirement   | Date Completed |
|-------------------------|---|----------------|
| August-September        | Annual Title I meeting  |                |
| August-September        | Parent Involvement Policy distribution  |                |
| August-October          | Student compacts-Signed by student, parent, teacher, principal and dated                        |                |
| August-October          | Teacher Qualifications letter sent to parents   |                |
| August-May              | 1. Parent Training-To monitor child's progress and improve achievement-standards and assessment |                |
| August-May              | 2. Parent Training- To increase academic achievement- literacy and using technology             |                |
| August-September        | 3. Teacher/Staff Training-Parent Involvement  |                |
| August-May              | 4. Parent Training-Integration with other programs (Pre-K, Public preschool)                    |                |
| August-May              | 5. Parent Communication-sent home in an understandable format and language parents understand   |                |
| August-May              | 6. Parent Training-as requested by survey   |                |
| August-May              | Parent Resource Room/Shelf-Evidence parent were informed if applicable                          |                |
| End of Year (March-May) | PIP, Compact, SIP/SWP, CLIP reviewed/revised with parents (Include parent comments)             |                |
| End of Year (April-May) | Title I survey sent to parents  |                |
| End of Year (April-May) | Title I survey results reviewed and planning for next year                                      |                |
| April-May               | Conduct physical inventory of Title I equipment   |                |

School \_\_\_\_\_

PIF signature \_\_\_\_\_

Date \_\_\_\_\_