

Policy Title:	Parent Involvement Policy
Policy Reference:	
Policy Type:	<input checked="" type="checkbox"/> Company <input type="checkbox"/> Position <input type="checkbox"/> Other

Effective Date:	4/9/2025
Print Date:	8/9/2025

Description:

Parent involvement is a requirement for every student to attend schools in the Heritage School District

Required time: 3 hours per child per year for half day students and families with more than one student. 6 hrs for full day students with only one child coming to the school.

Ways to be involved that will count toward time:

- 1-~~O~~bserve your child's classroom (If your child misbehaves and it is required for you to sit in the class, this will also count as parent involvement.)
- 2-~~H~~elp your child's teacher correct papers, set up the classroom etc....
- 3-~~A~~ssist your child's class on a field trip
(The person fulfilling this involvement may not bring any children with them other than an infant under 6 months old, as this disrupts the classroom and distracts you from being involved in your Child's education.)
- 4-~~A~~ttend Back-to-School Night
- 5-~~A~~ttend Parent Night
- 6-~~A~~ttend Parent-Teacher's Conferences
- 7-~~A~~ttend Christmas Program
- 8-~~A~~ttend Grandma Tea Party (only applicable to MSPA)
- 9-~~A~~ttend and assist in Field Day
- 10-~~S~~tar Student Assemblies
- 11-~~A~~ttend End of Year Awards Assembly

Who can fulfill the involvement? Only the parent, grandparent, or guardian can fulfill this requirement.

When does the involvement need to be completed and what are the consequences if it's not?

One half (1/2) of parent involvement must be completed by the end of second quarter. All parent involvement days must be completed by the end of the fourth quarter.

Disclaimers: It is the responsibility of the parent to remember to complete their involvement time by the deadline. There may be QR codes at the programs for you to record your involvement, but if not, please write the time down in the parent involvement binder that is in the office at the front desk.

***In special circumstances that a parent cannot complete the required parent involvement, they must call the office to request an extension of time. If approved, the deadline will be extended one month.**

Special circumstances may be:

- A. Out of town long term
- B. Staying down long term
- C. Maternity leave (please plan ahead)
- D. Long term illness
- E. Hospitalization

Your involvement in your child's education is critical. Your primary purpose here today is to take a more active role in your child's education. You should try to keep classroom activities as close to what happens when you are not there so you can observe the classroom in action. Please plan to arrive before class begins so as not to disrupt the class.

You should do the following:

1. Check in with the office. (Sign involvement log)
2. Determine if your child is having difficulty in any subject. If yes, plan to sit with the child during the instruction of this subject.
3. Determine if your child is on a catch up plan for any subject. If yes, make arrangements to discuss the catch up plan with your teacher.
4. Please do not disrupt the class during the lecture time.
5. Observe the classroom performance of your child.
6. If the teacher is talking, please do not talk without raising your hand.
7. Write any suggestions for classroom improvement.
8. Please turn all comments and suggestions into the front office when you check out.
9. Make arrangements to review attendance records, tardy record, assignments, and test performance of your child.

Ask your teacher if there is anything you can do at home to assist you child's education

Purpose:

The purpose of parent involvement is to take an active part in a child's education in the form of observation of the child's classroom and a child's performance in that classroom and/or contributing to the school by helping the child's teacher (grading papers setting up the classroom etc.) and other preapproved contributions. Parents are always welcome on site and in the classroom and we strongly encourage involvement time to be completed during school hours. Only the parent or guardian can fulfill this requirement. The parent may not bring any other children with them other than an infant under 6 months old as this disrupts the classroom.
