

Welcome to the Parent Involvement Analysis

Purpose

The Parent Involvement Analysis (PIA) online tool guides a school-based team through an inventory and self-assessment of parent involvement policies and practices, resulting in recommendations for improvement that can become part of the school improvement plan.

The Team

The team may be an existing team (school improvement team, for example) or a team formed especially to conduct the analysis. In either case, at least half of the members of the team should be parents of currently enrolled students, and these parents should not be employed by the school. Other team members would include the principal and faculty representatives. A typical team structure is the principal, parent facilitator (or social worker), a teacher, and four parents.

Time

An estimate of the amount of time necessary for the team to complete the analysis is 4 to 5 hours, after the principal has completed the School Information Form and gathered the key documents. This time can be efficiently divided among three meetings of 90 minutes each (one meeting for each of steps 3, 4, and 5 in the process). Or the team may choose to meet twice for longer amounts of time,

The best part of the Parent Involvement Analysis tool was working together with parents in reviewing our School Improvement Goals and enlisting their support in developing initiatives to help meet them.

~John Ulferts Principal at Whitehead Elementary, Rockford School District

maybe 2 1/2 hours each meeting. It is also possible to devote a half-day to the process and complete the analysis in one 4 or 5 hour meeting.

Abundant Resources

PIA provides convenient, web-based access to hundreds of resources on parent involvement:

- ◇ Wise Ways®: Research and practice briefs linked to each topic in PIA, and
- ◇ Resource library: Downloadable materials on every aspect of parent involvement, including many materials in both English and Spanish.

A Five Step Process

The five steps in this process will lead your school to a set of parent involvement recommendations to include in your school improvement plan. Your school team will develop the recommendations after careful assessment of your school's parent involvement policies, programs, and practices. Each step is important.

The principal starts the process by completing steps 1 and 2. A PDF form for step 1 can be printed out and completed and the answers then entered into the web system.

Steps 3-5 are completed by the school team. The school team typically includes the principal, teacher representatives, and parent representatives. PDF forms are provided for steps 3, 4, and 5. The principal can print out a form and make copies for team members. The team then works with the form in its meeting, and the principal records the completed work in the online system.

Step 1: Complete School Information Form

The principal completes an online School Information Form (entered using "Input School Info Data") and prints copies for the school team to review when completing the Needs Assessment. Complete Step 1 before moving on to Step 3.

Step 2: Gather Key Documents

The principal gathers copies of the following documents, if available, for review by the school team when completing the Policy Analysis.

- District parent involvement policy
- School parent involvement policy
- Compact
- Homework Policy
- Student report card
- Classroom visit policy

Step 3: Complete Policy Analysis

The school team scores the 6 key documents with the key document rubrics (print out PDF copy of rubrics). The results are entered using "Input Policy Analysis," and a scored report is printed for the school team to review when completing the Needs Assessment.

Step 4: Complete School Community Survey

The school team completes the School Community Survey (print out PDF copy of survey), answering each question by arriving at a group consensus following a full discussion.

The results are entered using "Input School Community Survey" and a scored report is printed to review when completing the Needs Assessment.

"The template was easy to follow. I thought the entire involvement analysis was valuable—when you put things down in writing—the facts are indisputable. You can see areas where you need to make improvements clearly."

~Ronnie Bazan Principal at West View Elementary, Rockford School District

Step 5: Complete Needs Assessment

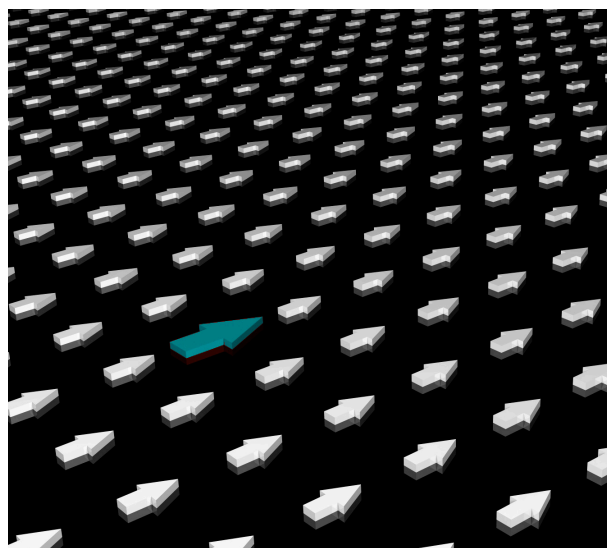
The school team reviews the information from the School Information Form, Policy Analysis, and School Community Survey using a guided assessment process and arrives at strengths and areas for improvement. Prioritized recommendations are created for inclusion in the school improvement plan. PIA is compatible with both an annual SIP and the Indistar® indicator-based continuous school improvement system.

Benefits to Your School

1. Purposeful team process
2. Practical parent leadership
3. Improved parent engagement
4. Access to evidence-based practices
5. Structured guidance on policy and practice
6. Focus on student learning
7. Thoughtful assessment of strengths and areas for improvement
8. Strengthened school improvement plan
9. Efficient, time-saving process
10. Documentation of the work
11. Data for decision making

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The team process is an enjoyable and productive way to thoughtfully assess the school's parent involvement and plan for its improvement.



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Going through this process really helped to fine tune the plan we had in place and make it more meaningful to all stakeholders. This process showed us voids as well as strengths in our plan. When we finished this process we had a clear direction for where we were headed with the next steps outlined.

~Shawn Galvin, Assistant Principal at Lewis Lemon Elementary, Rockford School District

Parent Involvement Analysis

An online tool for schools

Academic Development Institute

Parent Involvement Analysis

The Parent Involvement Analysis (PIA) is a useful tool for any school. For Title I schools the tool helps meet the letter and the spirit of parent involvement as defined in Title I Section 1118 of the Elementary and Secondary Education Act. The PIA provides:

- ◇ a School Team with a structured process to strengthen parent involvement through the school improvement plan;
- ◇ purposeful parent engagement that is linked with student learning;
- ◇ rubrics for improving district and school parent involvement policies, the home-school compact, and other policies connected to parent engagement.

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