

## Parent Self-Assessment Checklist

The purpose of the parent checklist is to provide you with information on the types of parental involvement that tend to promote student achievement.

### *Attitude*

- ✓ I stress the importance of education and doing well in school.
- ✓ I believe in my child's ability to do well in school.
- ✓ I help my child set short and long term educational goals.
- ✓ Our family celebrates academic successes.

### *Academics*

- ✓ I support reading with activities at home.
- ✓ My child has a consistent time and place to do homework.
- ✓ I talk to my child about his/her schoolwork.

### *Behavior*

- ✓ I monitor what my child watches on television.
- ✓ I expect my child to be respectful of teachers, work hard and be responsible.
- ✓ I read the school handbook and enforce school behavioral expectations.

### *Building Responsibility*

- ✓ I make sure my child has a nutritious breakfast each morning.
- ✓ My child has a regular routine that includes chores, bedtime, family time, time to complete homework.
- ✓ I monitor and promote my child's participation in extracurricular and after-school activities.
- ✓ I make sure my child attends school and is on time everyday.

### *School/Home Connections*

- ✓ I communicate regularly with my child's teacher.
- ✓ I respond promptly to the school's request for information.
- ✓ I prepare for and attend teacher conferences, staffings, or other meetings to help my child succeed in school.
- ✓ I attend curriculum night, plays, musicals and other school activities.
- ✓ I volunteer in the school setting when possible.

## Grades K-6 School Information

### Early Childhood Center

4 Conti Parkway  
Elmwood Park, Illinois 60707  
(708) 583-5860  
*Mrs. Nancy Serpico, Director*

### Elmwood School

2319 North 76<sup>th</sup> Avenue  
Elmwood Park, Illinois 60707  
(708) 452-3558  
*Mrs. Susan Ponzio, Principal*

### John Mills School

2824 North 76<sup>th</sup> Avenue  
Elmwood Park, Illinois 60707  
(708) 452-3560  
*Mr. Peter Herbert, Principal*  
*Mrs. Donna Kutrubis, Assistant Principal*

### District Web Address

[www.epcusd401.org](http://www.epcusd401.org)



## Elmwood Park Community Unit School District #401

### K-6 Promotion Policy Parent Guide

Early  
Childhood  
Center

Elmwood  
School



John Mills  
School

*... a proud, committed educational community that produces  
well-rounded, life-long, learners*

**Superintendent of Schools**  
Dr. Douglas Rudig

**Assistant Superintendent  
Curriculum and Instruction**  
Dr. Paula Hlavacek

## District Mission Statement

*“It is the responsibility of the Elmwood Park schools and community, to promote the highest level of development for every student to be productive and to foster a life-long process of learning by creating a safe, caring and challenging education environment.”*

## Promotion Belief Statements

- ✓ The promotion of students will be the focus rather than retention.
- ✓ Parents must be informed about the promotion criteria at the start of each school year.
- ✓ Clear communication must be established and maintained with parents, students and staff.
- ✓ Parents must be an integral part of the Action Plan and interventions.
- ✓ Multiple sources of information will be included in each grade level’s Promotion Criteria procedures.
- ✓ Consideration must be given to developmental needs in the early years and to special needs children such as ESL/Bilingual, special education, slow learner and gifted.
- ✓ Consistency must be inherent in following designated promotion criteria procedures but latitude should be given when making final promotion decisions.

## Promotion Criteria Policy

On September 15, 2004, the Promotion Criteria was approved by the Board of Education. This Promotion Criteria was developed in order to have a set standard, at each grade level K-6, of judging whether a student should be promoted or retained.

As part of this new policy, student performance will be examined in numerous ways depending upon the student’s grade level.

- Report card grades
- State Testing (ISAT/IMAGE)
- Standardized Testing (ITBS and Darrell Morris)
- Pre-School Screening (KRT)
- State Screening (ISEL)
- Cognitive Ability Testing (CogAT)
- Light’s Retention Scale
- Other considerations may be reviewed before retention is recommended to the principal.
- Other data may be reviewed and considered for transfer students.

Parents, teachers and identified students will set goals for academic improvement through a Plan of Action.

Copies of the Promotion Criteria Rubric and Action Plan for your child’s grade are available upon request from your child’s teacher.

## Assessment Schedule

Grade	Test	Fall	Spring
<b>K</b>	ISEL KRT	X X	X X
<b>1</b>	ISEL Darrell Morris	X X	X X
<b>2</b>	ISEL Darrell Morris CogAT	X X X	X X
<b>3-6</b>	ISAT ITBS		X X

## Conferences

Scheduled parent/teacher conferences are held twice annually, fall and spring. Other conferences may be held throughout the year as needed.

## District Grading Scale

97 – 100	A+	77 – 79	C+
94 – 96	A	74 – 76	C
90 – 93	A-	70 – 73	C-
87 – 89	B+	67 – 69	D+
84 – 86	B	64 – 66	D
80 – 83	B-	60 – 63	D-
		0 – 59	F

## Progress Reports

Progress Reports are issued mid-quarter to students who are receiving a grade of D or F in any subject area or a 3 in Kindergarten. Parents with children in grades 1-6 can view grades online at [www.epcusd401.org](http://www.epcusd401.org) and click on K12 Planet. Upon request, the building administrator can provide you with a login and password to enter into the system. Parents will receive a referral for Summer School if appropriate.

## Report Cards

Report Cards are issued four times a year for grades 1-6 and three times a year for kindergarten.