

District Title I Parent Involvement Plan

2017-2018

Parents play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way. Mahnomen Public Schools is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone.

PART I. DISTRICT EXPECTATIONS

Mahnomen School District agrees to implement the following requirements:

- The district will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I programs. Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The district will work with its schools to ensure the required school-level Parent Involvement Plan meet the Title I requirements, and include, as a component, a school-parent compact.
- The district will incorporate this district-wide Parent Involvement Plan into its district plan.
- In carrying out the Title I parent involvement requirements, to the extent practicable, the district and its schools will provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If Mahnomen District's plan for Title I is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to Minnesota Department of Education.
- The district will inform parents and parent organizations of the purpose and existence of the Parent Information and Resource Center in Minnesota (i.e., Minnesota Parent Center, Bloomington, MN).

PART II. DISTRICT PARENT INVOLVEMENT PLAN REQUIRED COMPONENTS

1. Mahnommen will take the following actions to involve parents in the joint development/revision of its district parent involvement plan:
 - *How will parents be included in development/revising the parent involvement plan?*

Parents will be invited to participate in reviewing the Involvement plan during the spring. Written response from others will also be invited. The revised plan will be presented to all parents during the fall family night for review.

2. Mahnommen will involve parents in the joint development of district plan, review and improvement [i.e. district plan, *section 1112*, school-wide *section 1114*, and/or school improvement *section 1116*];
 - *How will the district involve parents in the joint development of the Title I plan?*
 - a. Parents will be involved in the development of the plan through meetings, written response, and final review by all interested parents.
 - *How will the district inform parents of school report card?*
 - a. The district will inform parents of the school report card through the district newsletter, MCA scores directly mailed to parents, and through the city newspaper.
 - *How will the district notify the parents the district has been identified it needs improvement?*
 - a. Parents will be informed the district has been identified in needs improvement through direct mailings and notice to parents in the welcome back letter. A copy of the school plan is on the school website.
 - *How will the district consult with parents about the district plan for improvement?*
 - a. Improvement status and the need for a plan will be shared with parents in the fall.
 - b. Parent advisory committee will be formed to allow parent input on the plan, and the planning during the fall and winter of the school year
 - c. District plan will be shared with the parents at the spring meeting
 - *How will the district conduct staff development for implementing effective strategies for parental involvement?*
 - a. The district's school to community team will research effective strategies for parental involvement, and then present in-service on the strategies.
 - b. The Title Coordinator, along with other interested staff, will also attend state sponsored family involvement trainings and share the information received with the district staff.

3. Mahnomen will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance:
 - Needs survey by parents during spring family night
 - Survey of parents at conference time
 - Math night
 - Reading nights
 - Breakfast event titled “Muffins in March”

4. Mahnomen will build the schools’ and parents’ capacity for strong parent involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - A. The school district will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --
 - the state’s academic content standards,
 - Content standards information will be available on the school web site
 - Content standards at each grade will be sent home to parents.
 - Explanation of content standards will be mailed home to parents
 - Content standards will be available for interested parents during fall conferences
 - the state’s student academic achievement standards,
 - Academic achievement standards will be explained at the open house
 - Information regarding student academic achievement standards will be made available during fall conferences.
 - the state and local academic assessments including alternate assessments,
 - State assessments information will be sent out in the elementary newsletter.
 - State assessment information will be mailed directly to parents
 - the requirements of Title I,
 - Explanation of Title I requirements will take place at the fall family meeting.
 - Explanation of some of the Title I requirements will also take place during fall family conferences.
 - how to monitor their child’s progress,
 - Parents will be encouraged to register to have to their child’s progress through the district web site.
 - Parents will be encouraged to contact their child’s teacher with questions about their child’s progress.

- B. The school district will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parent involvement, by:

Quarterly family nights will be planned during the school year, activities will be based upon needs expressed from parental input. However, three events will involve improving reading achievement, and two will involve improving math achievement.

Included with the weekly school newsletters will be ideas parents can use at home to help improve their child's academic achievement.

- C. The school district will, with the assistance of its Title I schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- a. A district Professional Learning Community (PLC) will research effective strategies for parental involvement, and then present in-service on the strategies.
- b. The Title Coordinator, along with other interested staff, will also attend state sponsored family involvement trainings and share the information received with the district staff.
- c. Interested parents will be encouraged to attend state sponsored parent involvement training, with the district paying following cost: lodging, meals, registration, and mileage.

- D. The school district will coordinate and integrate parental involvement programs and activities with Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Collaboration and Coordination of all family activities will take place with the Head Start and Early Childhood programs provided in Mahanomen District. This will include literacy nights as well as open houses and evening presentations.

- E. The school district will take the following actions to ensure Title I information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Mahnomen District has no ESL population. Therefore all communications at this point in time can be done using the English Language. Information related to school and parent programs and other activities will be included in the weekly elementary newsletter, placed on the district internet page, and announced on the radio. There will also be a separate notice about the event sent home two days before the event serving as a reminder.

5. Mahnomen will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent involvement plan in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent involvement plan and activities to design strategies for more effective parent involvement, and to revise, if necessary (and with the involvement of parents) its parent involvement plan.

Parents will have the opportunity to read and comment about the plan and its effectiveness at the fall meeting. If changes are considered necessary, a committee with parent representation will be formed, and the plan will be revised. The committee will present final revisions to parents at the spring family night.

Each family activity will be evaluated through a short survey given to parents to complete after the activity. The survey will cover the effectiveness of the activity as well as how to improve it. The district will use the evaluation to plan for the following year's family nights. Results of the surveys will be shared with parents through the newsletter and at following family nights.

It will be the responsibility of the Title Coordinator to administer the survey, tabulate the results, and summarize and present the results to parents.

6. Mahnomen will involve parents in the decisions regarding how funds reserved for parent involvement activities:

During the spring meeting, parents will be surveyed about types of family nights that will be offered and the emphasis they will have for the following school year. This will include the number of family nights to be offered as well as the value of a homework club and the summer school programming.

PART III. ADOPTION

Mahnomen's Parental Involvement Plan has been developed/revised jointly with, and agreed on with, parents of children participating in Title I programs, as evidenced by meeting minutes.

This Parent Involvement Plan was developed/revised by Mahnomen Public Schools on **05/14/2017** and will be in effect for the period of school year. Mahnomen will distribute this policy/procedures to all parents of participating Title I children on or before **11/7/2017**.

Jacob P. Melby
(Signature of Title I Authorized Representative)

June 14, 2017
(Date)

These parents were involved with the development of this document:

Erica Waytaske

Sarah Stock

Tom Houdek

Amy Houdek

Casey Slette