

**Southwest Parke Community School Corporation**  
**Montezuma Elementary**  
**765-245-2382**

A major goal of the Southwest Parke Community School Corporation's Title I program is to encourage greater involvement of parents in the education of their children, in partnership with their school. The following outline is in accordance with the *Every Student Succeeds Act* and Southwest Parke's philosophy that *Every Child Can Learn!* This document represents input from parents and will be available to all parents.

1. All parents will be invited to attend a meeting in August or September to discuss the Title I program and the Parents Right to Know policy. An overview of school's curriculum is also discussed at this time. Information is given orally and/or in written form pertaining to the types of assessments used to group students during tier two Response to Instruction (RTI). Appointments may be made by those unable to attend the meeting.
2. Title I parents will also be invited to school in October to discuss the specifics concerning the instructional objectives and methods used to instruct their child.
3. A notification letter will be sent to all parents informing them of what RTI group their child/children is in and the nature of the instruction.
4. A Staff/Student/Parent Compact will be included with all registration materials. The parents will sign electronically, and each student will sign in the classroom, once it is read and explained to them.
5. Progress reports will be sent home at the end of each grading period.
6. The Title I Coordinator and/or the Program Administrator and/or the principal will conduct or assign someone to conduct workshops on any topic requested by a parent/guardian, or that he/she sees a need. He/she will accept any request that is educationally relevant and will set it up as soon as possible once the request is made. These workshops may include, but are not limited to: understanding core standards, reading and understanding assessment reports, and how to use materials sent home by the classroom teacher.
7. Title I will send home a monthly newsletter with educational and parental activities, articles, and suggestions for academic and social growth.
8. Title I will send a monthly newsletter to our preschools and Head Start to distribute to parents. It will include parental activities, articles, and suggestions for academic and social growth.
9. All information will be sent home in English. If another language is the dominant language spoken in the home, information will also be translated into that language and/or an interpreter will be used to help explain the information.
10. The Title I Coordinator, or a designee, will meet with parents to discuss ways parents and teacher can help each other help the child.
11. At least one time per school year, the Title I Coordinator, or designee, will share with the teaching staff as to the contributions of parents to the classroom, how to reach out to parents, communicate with parents, and how to work with parents as equal partners.