

# **Milan C-2**

## **Title I Parent Involvement Policy/Plan**

Approved by Milan C-2 BOE on 10/15/13.
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### **Statement of Purpose**

Milan C-2 is committed to the goal of providing quality education for every child in this district. We want to encourage partnerships with parents and community members. Everyone gains if school and home work together to promote high achievement by our children. To accomplish this job we need to work together. Parents play the most important role as their first teachers. Support for their children and the school is critical to their child's success.

The major benefits of parent involvement for students include:

- Higher test scores
- Better grades
- More consistent attendance at school
- More positive attitudes and behavior
- More effective academic programs

The major benefits of parent involvement for families include:

- Improve parents' self-image
- Increase respect for teachers and schools
- Increased confidence in their ability to help their children succeed in school

The major benefits of parent involvement for teachers and school include:

- Better understanding of families' need and cultures
- Learn about what parents can offer to the school program and to their children at home

The major benefits of parent involvement for community members include:

- Better understanding of the needs of our district
- Offer opportunities that may not be noticed
- Promote positive attitudes in the community

Grade level expectations will be developed and distributed to all parents in the district, with the expectation that all students will work toward these goals. We recognize that some students may need extra assistance available through the Title I program to reach those goals. Milan C-2 intends to include parents in all aspects of the district's Title I program. The goal is a school-home partnership that will help all students in the district to succeed.

## Parent Involvement in Developing the Policy

An Advisory Committee consisting of parents, teachers, members of the community, and the elementary principal will meet to develop our school district's Parental Involvement Policy. Notification will be sent to all parents and community members encouraging them to participate in the development of the parent involvement policy.

### Members of the Advisory Committee

Brandy Hull—Parent/Preschool Director	Andrea Dabney—Parent/High School Representative
Ashley Taylor—Parent/PTO Representative	Saasha Pinnick—Parent
Rosa Deleon—Parent	Leah Sayre—Parent/Business owner
Chelsea Buckingham—Parent	Cegi Smith—Parent
Misti Hullinger—Parent/Middle School Representative	Starla Milner—Parent
Sara Weaver—Parent/Community Support Representative	Melissa Pickering—Parent/Elementary Representative
Haley Weter- Parent	Janae Walker—Title IA teacher
Linda Buckner—Head Start Representative	Ashley Pauley—Federal Programs Coordinator
Mandy Tipton—Elementary School Counselor	Marisol Gonzalez-Parent/ELL
Beth Sibbit—Title IA teacher	Ashley Gardner- Parent/PTO/Speech Pathologist
Janice Deryke—PAT representative	Megan Courtney-Parent

## **Annual Meeting for Title I Parents**

An annual meeting for Title I parents will be held in late early September. At that meeting parents will be given information about the Title I guidelines and changes will be highlighted. At this meeting the current Parent Involvement Policy will be offered to the parents and will be given a chance to become involved in revising the policy as needed. All volunteers will be appreciated.

Translation will be available for those Spanish-speaking parents. Parents will be sent written notices about the meetings.

This policy is available for all parents on our School Website under our Title Page. We will also hand out copies of this Policy at our back to school meeting for all parents.

## **Student – Parent - School Compact**

Our school along with parents will share the responsibility for high student performance by developing a school-parent-student compact jointly. The compact will outline how parents, staff, and students will share responsibility for promoting high student achievement.

Parents will receive the compact from their child's school with a checklist of responsibilities that teachers, parents, and students will each have for helping students achieve their goals.

The current compact is listed below:

### **Milan C-2 Elementary STUDENT – PARENT – SCHOOL COMPACT**

Milan Elementary, and the parents of students participating in Title I.A activities, services, and programs, agree that this compact outlines how the entire school staff, the parents, and the students will share the responsibility for improved student academic achievement.

#### **Student Responsibilities**

I will do my personal best to

- Return my homework completed and on time
- Follow school and classroom rules

#### **Parent/Guardian Responsibilities**

I will do my personal best to

- Supervise the completion of my child's homework.
- Attend parent-teacher conferences for each child.
- Attend school functions when possible.
- Insure that my child maintains regular and punctual attendance.
- Attend scheduled Title IA parent meetings
- Volunteers as a classroom helper if possible

### **Teacher Responsibilities**

I will do my personal best to

- Provide a safe and caring environment in which your child will learn to be responsible for his/her behavior and learning.
- Follow the curriculum as stated in the district curriculum guides.
- Take into account individual strengths in students.
- Keep you informed of your student's progress on a regular basis.
- Schedule parent/teacher conferences when appropriate.
- Attend school functions.
- Teach all levels of ability
- Assign necessary work/homework for mastery of skills.
- Help our child learn and follow school and classroom rules.

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
August	Principal Communication  Welcome Back letter  Handbook—Federal Programs Complaint Procedures, Parents Right to Know  Student-Parent-School Compact  Textcaster	Open House	Monthly Newsletter	Monthly Newsletter	

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
September	Principal Communication  Monthly Newsletter  Progress Reports sent home  Textcaster	IXL/Go Math Parent/Science and Social Studies Night  Book Fair  Hearing Screenings Grandparents Day	Monthly Newsletter	Monthly Newsletter	

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
October	Principal Communication  Monthly Newsletter  Progress Reports sent home  Article in the Milan Standard  Textcaster	K-2 Title Parent Night  Muffins with Mom  1 <sup>st</sup> Quarter Assembly  Parent-Teacher Con  Halloween Party	Book Fair  Monthly Newsletter	Trunk or Treat  Monthly Newsletter	

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
November	Principal Communication  Monthly Newsletter  Progress Reports sent home  Textcaster	Donuts with Dad  AR/Starr Tech Night  Veterans Assembly	Monthly Newsletter	Monthly Newsletter	

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
December	Principal Communication  Monthly Newsletter  Progress Reports sent home  Textcaster	Christmas Concert  Breakfast with Santa	Monthly Newsletter	Monthly Newsletter	

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
January	Principal Communication  Monthly Newsletter  Grade cards sent home  Progress Reports sent home  Article in the Milan Standard  Textcaster	2 <sup>nd</sup> Quarter Assembly  Family Movie Night	Monthly Newsletter	Monthly Newsletter	Present Federal Programs Review to the Board of Education

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
February	Principal Communication  Monthly Newsletter  Progress Reports sent home  Textcaster	Valentine's Party  3-6 MAP Information and Rewards Night	Monthly Newsletter	Monthly Newsletter	

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
March	Principal Communication  Monthly Newsletter  Progress Reports sent home  Textcaster	Parent-Teacher Conferences  Read-a-Thon  3 <sup>rd</sup> Quarter Assembly	Title Night  Monthly Newsletter  Parent Booth at PTC conferences to explain about MAP/ITBS scores	Monthly Newsletter  Open house in the computer lab to practice MAP questions	

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
April	Principal Communication  Monthly Newsletter  Progress Reports sent home  Textcaster	3-5 year old health screening  Daddy-Daughter Dance  Me and My Guy Movie	Monthly Newsletter	Monthly Newsletter	



<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
May	Principal Communication  Monthly Newsletter  Progress Reports sent home  Grade cards sent home  Textcaster	Field Day  6 <sup>th</sup> Grade Celebration  End of Year Assembly	Monthly Newsletter	Monthly Newsletter	Parent Advisory Committee Meeting  Annual Title 1A survey disseminated

<b>MONTH</b>	<b>Communications</b>	<b>Parents As Supporters</b>	<b>Parents As Learners</b>	<b>Parents As Teachers</b>	<b>Advisory/Decision Making</b>
June	Principal Communication  Textcaster				District Evaluation with Board

# Matching Programs to the Needs of Our Community

Each year, the school district will assess the needs of parents and children in the Milan C-2 community, through a variety of measures – including questionnaires sent home to parents. Workshops and other programs will be available to match the expressed needs. Parents will be notified about these opportunities through the school. The survey used for this year is below.

## Milan C-2 Elementary Parent Survey

Milan C-2 Elementary is committed to providing a high-quality education for every student in our building. Your comments and concerns are important to us. Please take a few moments and complete the survey below and return it to your child’s teacher by Tuesday, May 9, 2014.

Circle the answer you feel is the most accurate.

1. I have children in the following grades.

PK K 1 2 3 4
2. Do you feel welcome in the elementary building?

YES NO
3. Do you feel welcome in your child’s classroom?

YES NO
4. Do you feel comfortable talking with the building principal?

YES NO
5. I am kept well-informed of the activities at school.

YES NO
6. I have been invited to school three or more times throughout the school year for activities such as programs, parent/teacher conferences, Open House, concerts, etc.?

YES NO
7. I received clear information regarding my child’s academic progress.

YES NO
8. How often do you visit with your child’s teacher?

Once a week Once a month Once a quarter Other: \_\_\_\_\_

9. What is/are the best way(s) to communicate with you and your family? (Circle all that apply.)

newsletters

phone calls

email

textcaster

home visits

meetings other

10. What limits your participation in your child's school activities, meetings, or conferences? (Circle all that apply)

Not enough information or notice

Transportation

Inconvenient schedule/time

Language/translation issues

Childcare/babysitting issues

other: \_\_\_\_\_

11. When is the most convenient for you to attend meetings? (Circle all that apply)

Morning

Afternoon

Evening

12. Which day of the week is most convenient for meetings? (Circle all that apply)

Monday

Tuesday

Wednesday

Thursday

Friday

13. Did you attend the Title I Annual Back to School Meeting this school year?

YES

NO

14. Are you familiar with the School-Parent Reading Compact in your Back to School Packets?

YES

NO

15. Do you feel your child is safe at school?

YES

NO

16. Additional comments or suggestions for improving the school's Title I Parental Involvement Program.

## **Staff-Parent Communication**

Communication with parents will include district newsletters, principal updates, and newspaper articles in the Milan Standard. Staff will be encouraged to contact parents by phone, notes, conferences, and possible home visits. Textcaster will be used to notify families of activities and messages from the District. A student handbook will be distributed yearly. It will contain the Federal Programs Complaint Procedures and Parents' Right-to-Know. Parents are encouraged to take the initiative in calling their child's teacher when they are concerned about a problem. They may also call the school office to relay messages. Parents are encouraged to talk with their child's teacher first however; they may also come at any time to talk with the elementary principal. Communications will also be sent home in Spanish if needed. Staff, parents, and community members will participate in developing ways to improve home-school communication.

## **Evaluation**

A district-wide Title I Advisory Committee will be involved in the process of school review and improvement. Parents of children in the Title I program will be part of this group. The aim will be to evaluate the schools in this district, collecting information in a variety of ways, including visits to the schools and observations of classes.

There will be an annual evaluation of the content and effectiveness of the Title I parental involvement program, and parents will be asked for their input. The evaluation will include an assessment of how much parental involvement is increasing and what barriers to parental participation still need to be overcome. The school district will revise its Parental Involvement Policy on the basis of this annual review.

Last year's annual review is included in this plan and will be replaced each year for review.

