

**Stuttgart Junior High School  
Parental Involvement Policy  
2015-2016**

Stuttgart Junior High School understands the importance of involving parents, and the community as a whole, in promoting higher student achievement and general good will between the district and those it serves. Therefore, the school shall strive to develop the capacity for meaningful and productive parental and community involvement.

**Stuttgart Junior High School staff will use various communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction.**

- Teachers will routinely contact parents on an individual basis to communicate about their child's progress. A parent-contact log will be kept by each teacher and used to document when parents are called.
- Information regarding assignments, projects, etc. is available to parents using a web-based program called PAC. Details on how students and parents will access this information will be given out during open house.
- The school sends the child's test results and standardized test scores home to parents at the first parent/teacher conference. Teachers and certified staff are available to meet and discuss the results or to answer any questions a parent may have regarding the test scores.
- The school will send notices home with students, post notices in school facilities, use email, use the school marquee, and use the district website ([stuttgartschools.org](http://stuttgartschools.org).) to inform parents about parent trainings and meetings.
- The school uses the "School Messenger" system to call parents regarding information about school activities, functions, conferences and other pertinent information they may need concerning their child. In addition, email may be sent home by individual teachers utilizing TAC.
- The school's principal will hold an Annual Parental Involvement Meeting to give parents a report on the state of the school and to review what students will be learning, how students will be assessed, what parents should expect from their child's education and how a parent can assist and make a difference in his child's education.

**Stuttgart Junior High School will hold parent meetings and activities throughout the year to increase parental involvement and build staff and parent capacity to engage in these types of efforts.**

- Two parent/teacher conferences are held during the school year. The dates are September 15, 2015 and February 11, 2016.
- PTO meets the third Tuesday of every month from September through May of each year.

- Orientation is held every year for parents at the beginning of school.
- Parents are invited to help with Honor Roll parties, good behavior rewards, fundraisers for the school, Parent-Teacher conferences, and to volunteer as chaperones for field trips and dances.
- The school will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including and without limitation: role play and demonstration by trained volunteers; the use of and access to the Department of Education website tools for parents; assistance with nutritional meal planning and preparation; and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.
- Once every four years, staff will be required to attend no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies and no fewer than three (3) hours annually of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.
- The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the beginning of the school year.

**Stuttgart Junior High School will provide information to parents about volunteer opportunities.**

- Parents are encouraged to fill out a parent volunteer survey provided during the first parent/teacher conference. Surveys are housed in the parent facilitator's office and are available to teachers/staff and PTO.

**Stuttgart Junior High School will work with parents to create a School-Parent-Compact.**

- Parents are asked to fill out a School-Parent-Compact. This compact is included in the student handbook and is returned by the parent to the school office.
- The principal and the assistant principal will update the compact annually with the assistance of school staff and parents.

**Stuttgart Junior High School will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program.**

- The school has an active Parent Teacher Organization that meets the 3rd Tuesday of each month from Sept-May.
- An annual Title I meeting will be conducted by the school superintendent. The agenda, the sign-in sheet and the minutes for this meeting will be generated

separately from any other events and kept on file in the school's office by school superintendent.

**Stuttgart Junior High School will provide resources for parents.**

- The school will distribute Informational Packets each year that include a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to
- To promote and support responsible parenting, the school shall, as funds are available: purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.
- Pamphlets and brochures are also available outside the counselor's office and in front of the business office.
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- The library/media specialist serves as the parent facilitator.
- High School CAPS advisors are selected for students during the 8th grade year.

**How will your school engage parents in the evaluation of your parental involvement efforts?**

- A parent satisfaction survey will be distributed at the Parent/Teacher Conference held in February.
- The school will use the results and review of the Parent Satisfaction Survey and the school ACSIP plan to devise the parental involvement activities for the upcoming school year.