

Meekins Middle School
Parental Involvement Policy
2015-16

Meekins Middle School (MMS) 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 district shall strive to develop and maintain the capacity for meaningful and productive parental and community involvement.

Meekins Middle School will use various communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

- The district's automated telephone messaging system will be used to remind parents of upcoming parental involvement activities and upcoming meetings.
- The text messaging service, Remind 101, will be utilized by Meekins Middle School parental involvement coordinator to remind parents of upcoming parental involvement activities and upcoming meetings.
- Parents will be provided interim reports halfway through each nine week period and report cards will be provided every nine weeks by classroom teachers.
- MMS principal sends letters to parents informing them of the school's status, what that status means, and informing parents of their rights as outlined by policies established by the Arkansas Department of Education.
- The Meekins Student Planners will provide parents with an opportunity to have daily information about academics, expectations, and discipline. Parents and teachers utilize this method as one means to communicate with each other about occurrences in the student's school day.
- Meekins Middle School staff will utilize eSchool for recording student attendance and grades. Parents will be provided a login by the student's' homeroom teacher for the Home Access Center to monitor the student's' progress.
- The school's principal will hold an annual Parental Involvement Meeting to give parents a report of 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.

Meekins Middle 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.

- Meetings will be held at various times during the day or evening to better accommodate parents (e.g. Time to Teach facilitated by Michelle Sorrells)
- Instruction will be provided by classroom teachers to parents on how to incorporate developmentally appropriate learning activities in the home environment.

- Two parent/teacher conferences will be held each year. One during the first nine weeks period and the second during the third nine weeks period.
- Meekins staff will sponsor and encourage parents to attend an open house, PTO meetings, and other activities related to their student's academics.
- Teachers will meet with parents to explain performance assessments and share grade level expectations.
- Teachers will notify parents who have at-risk students who are failing to achieve proficiency on classwork, diagnostic testing, and standardized testing and will review the AIP for that student with the parent.
- In the spring, a parents' meeting will be held by MMS counselor to explain the course offerings at the Stuttgart Junior High School.
- Parents will be welcomed to visit the school through opportunities for service with the PTO or other volunteer programs (e.g. Real Men Read, Bring Someone You Love to Lunch, National Walk at Lunch Day, Tacky Sweater Dance, Book Lover's Ball)
- Meekins Middle School principal will conduct an annual Title I Meeting for parents of the students who participate in the Title I program.
- Meekins Middle School, Park Avenue Elementary, and Stuttgart Junior High School principals and counselors work cooperatively to provide a smooth transition from one school to the next by raising parental awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to tour the facility prior to the beginning of a new school year.
- Meekins Middle School principal and the Stuttgart School District Professional Development Committee shall require 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 of professional development for administrators designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation every four (4) years according to the Arkansas Department of Education.

Meekins Middle School will provide information to parents about volunteer opportunities.

- A Parent Volunteer Survey will be conducted during signing day and the first parent teacher conference by the Parental Involvement Coordinator. Parents will be encouraged to complete this document which will include a list of various volunteer opportunities and time preference for their participation.
- The Parental Involvement Coordinator will disaggregate the collected data will by grade level and placed in a Volunteer Notebook that will be housed in a central location to facilitate easy access to this information for the faculty.

Meekins Middle School will work with parents to create a School/Parent Compact.

- School staff, parents, and students will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact.

Meekins Middle 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.

- Parents and community members will be invited and encouraged to assist school personnel on a variety of committees such as Building Level Committee, parental involvement committee, and ones that review the Stuttgart Public Schools Parent/Student Handbook and the Parental Involvement Plan chaired by the principal, classroom teachers, and parental Involvement coordinator.
- The principal shall enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school.

Meekins Middle School will provide additional resources for parents.

- A Parent Resource Center will be located at MMS and will contain parenting books, magazines, brochures, and other materials regarding responsible parenting. Parents will have the opportunity to check out materials and to use the computer to research best practices for parents as it relates to their students' school lives. The Parent Resource Center shall be maintained by the school counselor and parental involvement coordinator.
- To promote and support responsible parenting, the principal shall authorize the purchase, as funds are available, for parenting books, magazines, and other informative materials regarding responsible parenting through the school library. The purchased items will be advertised to the parents; they will be given the opportunity to borrow those materials for their review.
- Resources will 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 that has been developed by the School Handbook Committee.
- The principal of MMS will designate one certified staff member to serve as the building's parental involvement coordinator.

Meekins Middle School will engage parents in the evaluation of parental involvement efforts.

- A Parent Satisfaction Survey will be distributed during the Parent/Teacher Conferences in February by the parental involvement coordinator.
- MMS Parental Involvement Committee will use the results and review of the Parent Satisfaction Survey to plan the parental involvement activities for the upcoming school year.

**Meekins Middle School
Parental Involvement Committee**

Tawnya Herring - Library Media Specialist (Chairperson)

Veronica Nelson - Counselor
Dot Flanagan - 6th Grade Science Teacher
Lacy Holt - 5th Grade Literacy Teacher
Phillis Geans - 6th Grade Social Studies
Alec Park - Input Technologies
Tim Reeves - Para-professional
Katie Hord - Parent
Darrell Fitzpatrick - Parent

Parental Involvement Activities

July 2015 - Time To Teach parent meetings -Michelle Sorrells

August 2015 - Signing Days -All Staff
Open House - All Staff

September 2015 - PTO Meeting -PTO President and Sharon Konecny
Parent Teacher Conferences - All Staff

October 2015 - Science Fair - Michelle Sorrells and Science Teachers
Bring Someone You Love to Lunch Day - Tawnya Herring

November 2015 - PTO Meeting - PTO President and Sharon Konecny
MMS Spelling Bee - Tawnya Herring

December 2015 - Tacky Sweater Christmas Dance - PTO and All Staff

January 2016 - PTO Meeting - PTO President and Sharon Konecny
Award Ceremony - Sharon Konecny, Classroom Teachers, and
Veronica Nelson

February 2016 - Parent Teacher Conferences - All Staff
Real Mean Read (entire month) - T.Herring and Literacy Teachers

March 2016 - Book Lover's Ball - T. Herring

April 2016 - National Walk At Lunch Day - Jane Reeves and Veronica Nelson/ Bring
Someone You Love to Lunch Day - Tawnya Herring (combined activity)

May 2016 - Talent Show- Buck Womack and Nikki Hawkins
Field Day - Nick Finley and all staff
Award Ceremony - Sharon Konecny, Classroom Teachers, and Veronica
Nelson