

Chemawa Middle School Title 1 Parent Involvement Policy

I. GENERAL EXPECTATIONS

Chemawa Middle School agrees to implement the following statutory requirements:

- The school will jointly develop with parents and distribute to parents of participating children, a School Parental Involvement Policy that the school and parents of participating children agree on.
- The school will notify parents about the school Parent Involvement Policy in an understandable and uniform format, and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- Then school will make the School Parental Involvement Policy available to the local community.
- The school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the school's school-parent compact as a component of its School Parental Involvement Policy.
- The school will provide opportunities for participation by parents with limited English proficiency, parents with disabilities and migratory parents.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:
 - *Parental involvement means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring-*
 - *That parents play an integral role in assisting their child's learning;*
 - *That parents are encouraged to be actively involved in their education at school;*
 - *That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
 - *The carrying out of other activities, such as those described in section 1118 of the ESEA.*

II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

- **Chemawa Middle School** will take the following actions to involve parents in an organized, ongoing and timely way in the planning, review, and improvement of its Title I programs and parental involvement policy as described in § 1118 (b) of the ESEA:
 - This form will be taken to SSC, ELAC, Title 1 Consultation Group and PTSA for input
 - This will be done on a yearly basis at the beginning of each school year
 - The SSC will regularly review the Title I program, including a comprehensive needs analysis, goals, actions, as well as perform a regular evaluation of the effectiveness of the Title I program.
- **Chemawa Middle School** will take the following actions to distribute to parents of participating children and the local community, the School Parental Involvement Policy:
 - Each year this policy will be included in the registration packet which is mailed home during the summer to all parents
 - Copies will be kept in the office for anyone who desires a copy
- **Chemawa Middle School** will update periodically its School Parental Involvement Policy to meet the changing needs of the parents and the school.
 - The policy taken to SSC, ELAC, Title 1 Consultation Group and the PTSA each year for changes and updates. This process will begin at the first regular meetings.

III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

- **Chemawa Middle School** has jointly developed with parents of participating children a school-parent compact that outlines:
 - The shared responsibility of parents, students and the entire school staff to improve students' academic achievement
 - The shared responsibility between the school and parents to help children achieve the statewide academic content standards
 - The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that helps children served under Title 1 meet statewide academic content standards
 - The ways in which parents will be responsible for supporting their children's learning, such as monitoring attendance, homework completing and television watching; volunteering in their children's classroom; participating, as appropriate, in decisions related to the education of their children and the positive use of their children's extracurricular time
 - The importance of ongoing communication between teachers and parents through (at a minimum):
 - Annual parent-teacher conferences in elementary schools, in which the compact shall be discussed in relation to the individual child's achievement
 - Frequent reports to parents about their children's progress; Chemawa emails progress reports every three weeks.
 - Reasonable access to staff
 - Reasonable opportunities to volunteer at the school, participate in their children's class and observe classroom activities
 - The School Home Compact will be presented, discussed and input given at each of the following: SSC, ELAC, Title 1 Consultation Group and PTSA.
 - Each group had input into the development of this compact
 - It will be distributed through the summer mailer of information sent to parents
 - It will be updated by these groups each year
- **Chemawa Middle School** will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:
 - The State's academic content standards
 - The State's student academic achievement standards
 - The State and local academic assessments, including alternate assessments
 - The requirements of Title 1
 - How to monitor their child's progress
 - How to work with educators
 - Parents trainings will be done on a regular basis through SSC, Title 1 Consultation Group and ELAC
 - Information will be disseminated as needed and most information is available in the front office at all times
- **Chemawa Middle School** will, with the assistance of the district, 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 parental involvement.
 - Computers for parent use are available in the library media center where parents can check on their child's attendance, grades or email teachers. Parents also have access to student devices to do the same.
 - The following trainings for parents will take place:

<u>Title 1 Meetings</u>	<u>ELAC Meetings</u>
August 16, 2018 Parent Chromebook Trainings (During Spirit Day)	September 20, 2017
September 20, 2018 Back to School Night	October 18, 2017
Parent Institute (Every Wednesday, February 7-March 28 – Both morning and evening sessions available)	January 24, 2018
	May 3, 2018

- **Chemawa Middle School** will, with the assistance of its district and parents, educate its teachers, pupil service 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.
 - There will be a Parent Evening held early in the year where teachers, staff, and the community can interact and develop relationships outside of the school day
 - Louie Ortega, the Coordinated Family Services Supervisor, will do parent trainings after school hours.
 - The local library (Arlington Branch) is available for community use
 - Parent computer trainings will be held at the beginning of the year to ensure all parents know how to access online resources to monitor their students attendance and grades

- **Chemawa Middle School** will, to the extent of feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, 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.
 - The East Side Library is available for parent use
 - There are computers for parent use located in the library where information about their student can be accessed
 - Each year in the spring an incoming 7th grade parent night is held to give information and answer questions
 - Counselors visit feeder elementary schools to provide incoming 7th graders with information to make their transition easier

- **Chemawa Middle School** will, to the extent feasible and appropriate, ensure that 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.
 - All parent communication is in a parent friendly format provided in both English and Spanish. All other languages are referred to another agency for translation
 - School messenger sends messages in both Spanish and English
 - Chemawa has set up a website where parents can access information about the school
 - Individual teachers have websites accessible to parents on PowerSchool Learning
 - Parents can check student grades on Aeries/Dashboard

- To further the goal of effective parent involvement, **Chemawa Middle School** staff will:
 - Invite parents and community members to a Parent Evening during the school year where staff and community have an opportunity to interact outside of a typical school setting
 - Invite parents of incoming students to participate in an open house in March of each year.
- **Chemawa Middle School** will convene an annual meeting to inform parents that their child's school participates in Title 1, about the requirements of Title 1 and of their rights to be involved
 - This process will be discussed in Title 1 parent meetings

- Parents will be informed through Back to School Night
 - Invitations to attend Back to School Night are sent home through students
 - All meetings for parents are advertised on the school marquee
- A meeting will be held prior to Back to School Night in the Gym where this information will be discussed
 - All meetings for parents are advertised on the school marquee
- **Chemawa Middle School** will hold a flexible number of meetings at varying times, and provide transportation, child care and/or home visits, paid for with Title 1 funding as long as these services relate to parental involvement.
 - The SSC will meet 8 times throughout the year at 3:00. Babysitting, Spanish translation, and refreshments will be provided. Our translator will call each parent to remind them of the meeting and provide transportation if needed.
 - Topics of these meetings will include but will not be limited to the following: school plan, parent-school compact, parent involvement, parent education, etc.
 - Title 1 Parent trainings will be offered throughout the year with babysitting, translation and refreshments.
- **Chemawa Middle School** will provide timely information about Title 1 programs to parents of participating children in a timely manner.
 - Information about school activities or parent input processes are sent home by students or mailed directly to parents at least a week before, then a reminder is sent a few days before the event. An autodialer and an email message is sent to parents to remind them of meetings.
 - Information can be found on Chemawa's website, Facebook, and Twitter pages
- **Chemawa Middle School** will provide to parents of participating children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
 - Information about curriculum, assessment processes and proficiency levels is sent home to all parents at the beginning of each year. This is done in both English and Spanish.
 - If parents require more information, they can request information from the front office, counselors or individual teachers.
 - Back to School Night is another place where parents can come and get information from individual teachers.
- **Chemawa Middle School** will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions to the education of their children, and respond to any such suggestions as soon as practicably possible.
 - All parents are invited to attend the SSC and ELAC meetings where school processes are discussed and input taken.
 - Parents are invited to attend parent conferences with their child's teachers when needed or requested by either the school or parent. These meetings are held at a time when parents are available.
- **Chemawa Middle School** will submit to the district any parent comments if the School Wide Plan under section (1114) (b) (2) is not satisfactory to parents of participating children.
 - After presenting the school plan to SSC and ELAC, any unsatisfactory comments will be sent to the District and addressed through these committees.