

Madisonville Intermediate School School Level Parent Involvement Plan

The faculty and staff at Madisonville Intermediate School firmly believes that creating a strong foundation for an educational setting in which students grow both academically and emotionally involves establishing a willing collaboration between family and school. Parent involvement will take place through the following:

Policies:

- The School Level Parent Involvement Plan and Parent / Student / School Compact are developed with staff and parent input and updated annually to address the changing needs of parents and the school.
- All parents will be given a copy of the policy in an understandable and uniform format, and when possible, in a language they can understand. It will also be available to local community members via our school website.
- All parents will be given the opportunity to join the Parent Advisory Board. Ideally the board consists of at least two parents from each homeroom and a variety of faculty representatives.
- Student Handbooks will be provided at the beginning of the school year or upon enrollment.
- Parents are an integral part of the school TSIP committee.
- An open door policy exists for any parent concerns.

Communications:

- The school sends home monthly newsletters and calendars that contain information about upcoming events, important dates to remember, parent tips, and other notes of interest.
- Parent teacher conferences are offered a minimum of twice a year as well as throughout the year when needed. They can be initiated at the request of the parent or teacher.
- A school website is available that includes general information about the school also with specific information regarding homework help, ongoing programs, and educational links.
- A school-wide Open House is hosted at the beginning of each school year which provides students and parents with the opportunity to familiarize themselves with the school's faculty and facilities.
- Progress notes are sent home to update parents on student achievement and behavior. This includes such communications as Friday Folders, notes from teachers, 3-week progress reports, and grade cards.
- Phone calls are made and a phone log is kept to provide a more personal contact between school and home.
- Information is provided to parent verbally and written in various forms; including in their native language when possible, to accommodate parents whom are not native English speakers.
- The school is fully handicapped accessible for parents with disabilities so that they are able to fully participate in all aspects of their child's educational process.
- Our school follows all laws set forth by the McKinney-Veto Act to ensure the rights of parents of migratory children.
- The school provides upcoming third graders with a welcome packet that is distributed during third grade orientation to help ease the transition between second and third grade.
- The school provides information and support to outgoing fifth grade students and their parents to assist in the transition to middle school.
- The school has an annual Title I meeting to inform parents about programs and rights of parents to be involved.
- The school provides parents a description and explanation of the curriculum, forms of assessment, proficiency levels students are expected to meet, and how to monitor a child's progress and work with teachers to improve student achievement.
- Parents may submit comments on the school wide program if it is not satisfactory to the parents when the school makes the plan available to the district through parent surveys, links to email for all administrators and teachers, or by principal's open door policy.

Parent Involvement:

- Parents are welcomed and encouraged to volunteer at the school to help build better rapport between parents, teachers, and administrators.
- Parent Advisory Board provides parents with an ongoing means of actively participating in the development, implementation, and evaluation of all aspects of students' educational process.
- School surveys are conducted yearly to assist the school in understanding parents' opinions and concerns regarding the school.
- Parent involvement is coordinated and integrated with other programs, as appropriate.
- Support for parent involvement is provided as appropriate, such as transportation and child care.

Meetings:

- Parent Advisory Board meetings are held regularly to provide a means for parental input to periodically revise policies and procedures and to express any school concerns.
- Meetings are offered at different times of the day so that more parents can attend.
- Open House is scheduled at the beginning of the school year.
- PTO meetings are held throughout the school year.
- Parents are invited to school programs such as Student of the Month, Veterans Day, and various assemblies.
- At the beginning of the school year, the annual Title I meeting is held that explains Federally Funded Programs.

Compact and Its Use:

- The Parent / Student / School Compact is a written agreement between the school and the parents of the children. The compact is reviewed and revised at the beginning of the year at the Parent Advisory Board meeting.
- The Parent / Student / School Compact is sent home for all parents and students to sign at the beginning of the school year or upon enrollment.
- The Parent / Student / School Compact is jointly developed with parents, describing how parents, staff, and students will share the responsibility for improved student academic achievement and how the school and parents will build a partnership to help children achieve the state's high standards.

Parent Training:

- Our school's Resource Center is located at the front entrance of the school. The center contains information regarding various subjects such as reading help, homeless information, parental concerns, community resources, etc.
- Parent Tips are provided in the monthly school newsletter.
- Parent meetings are planned to address a variety of topics such as literacy, website orientation at open lab night during parent teacher conferences, technology, and other subject areas of interest.

Staff Training:

- Staff are educated with the assistance of parents in the value and contributions of parents, and in working with parents-how to reach out to, communicate with, and work with as equal partners, implement and coordinate parent programs, and build ties between parents and the school.