

**Meads Mill Middle School**  
**Title One School-Wide Parent Involvement Policy**

**Vision**

Parents are their children's first and most important teachers. When the school and parents are involved cooperatively, positive results occur. These include: high student achievement, reduced absenteeism, improved behavior, and a feeling of confidence regarding the partnership between home and school.

**Part One: Policy Involvement**

The Meads Mill Title 1 School-Wide Parent Involvement was developed beginning with the Targeted Assistance (TA) Compact written in 2009-2010. Parents, teachers, and administrators played key roles in developing this policy. We will continue to utilize parent feedback and suggestions in order to update and improve our School Wide Title One Program: 1118(b)

**Convene an annual meeting: 1118 (c) (1)**

Meads Mill Middle School will:

- Hold an annual Title One meeting at Open House, which is scheduled for early September each year.
- In addition to presenting curriculum, IB, and PBIS, we will share the SchoolWide Title One plan, review School Improvement Plan, and inform parents how they can become involved to help their child become successful.
- Parents are notified of the Open House meeting before school starts through the Transition Day Packet, and reminded through Listserv and the Peek of the Week communications prior to the Open House day/date for the grade level.

**Offer flexible meeting times and varied activities designed to support and encourage the involvement of all parents: 1118 (c) (2)**

Meads Mill will ensure the involvement of all parents by offering the following activities:

- Open House
- Scheduled Parent – Teacher conferences
- Parent and Student Connect
- Parent Workshops
- Flexible IEP and 504 times
- Parent involvement in PBIS committee and activities
- Parents at Lunch (PAL)
- New Student Orientation meetings for new students and incoming 5<sup>th</sup> graders

**Involve parents in planning, reviewing, and improving the School-Wide Title 1 program, including the School and District Parent Involvement Policy: 1118 (c) (3)**

Meads Mill will ensure the involvement of parents in planning and reviewing the School Wide Title One program by:

- Reviewing the School Parent Involvement Policy at the annual Open House meetings
- Posting the Parent Involvement Policy for parents to review during the October Parent-Teacher conferences in a visible location
- Conducting a Parent Survey in the spring in conjunction with the School Improvement Parent Survey
- Reviewing and revising the Parent Involvement Policy to incorporate suggestions based on the Parent Survey results
- Acting on suggestions made by parents at PTA meetings, e-mail, and survey, as appropriate
- Holding a mid-year Title 1 meeting in the evening and at a scheduled daytime PTA meeting to review the Title 1 program
- Expanding all avenues of communication with parents (Peek of the Week, website, listserv, e-mail) to increase parent involvement in the School Title 1 Program

**Provide timely information about the School-Wide Title 1 Program, the academic curriculum, assessments used to measure progress, and grade level expectations: 1118 (c) (4) (A) (B)**

Meads Mill Middle School will provide timely information through:

- New Parent Orientation
- Open House
- Parent- Teacher Conferences (October, March, and upon parent request)
- School Peek of the Week/ District Listserv
- Progress Reports and Report Cards
- Parent and Student Connect
- Parent workshops on study skills and helping students
- Parent library
- Parent-Student Handbook

**Provide parents the opportunity to interact with teachers regarding the education of their children. Include parents in the decision making process and utilize their suggestions for improvement. Revise the School-Wide plan to meet student and parent need and share revisions with LEA: 1118 (c) (4) (C) & 1118 (c) (5)**

Meads Mill Middle School will provide parents with an opportunity to interact with their children's school by:

- Volunteering for field trips, special school projects, and Parents at Lunch (PAL)
- Reviewing Parent Compacts at fall conferences
- Conducting Parent Survey as part of the School Improvement Process
- Reviewing and revising the Parent Involvement Policy to incorporate suggestions based on the Parent Survey Results
- Holding a mid-year Title 1 meeting in the evening and at a scheduled daytime PTA meeting to review the Title 1 program
- Parent- Teacher Conferences (October, March, and upon parent request)
- Telephone calls/e-mail correspondence between parents, teachers and school

## **Part Two: Share Responsibilities for High Student Academic Achievement**

**Develop jointly with parents and teachers a School/Parent/Student Compact. The Compact will outline ways in which the parents, school staff, and students will work together to ensure high student academic achievement. The compact will be reviewed and discussed during fall parent-teacher conferences: 1118 (d) (1) and 1118 (d) (2) (A)**

Meads Mill Middle School will develop a School/Parent/Student compact:

- The Parent/Teacher/Student compact is developed by the School Improvement Team and reviewed annually. Revisions are based on School Improvement Parent Survey Data and additional suggestions by parents and staff
- The compact is reviewed and available to all parents at Open House and October Parent-Teacher conferences. Teachers discuss how the compact relates to the success of each individual child. This ensures a strong home/school connections and allows the stake holders to have a voice.

**Provide frequent reports to parents on their children's progress: 1118 (d) (2) (B)**

Meads Mill will provide various academic reports to parents:

- Parent and Student Connect updated weekly
- Progress Reports quarterly, as needed
- Report Cards (November, January, April, June)
- Parent/Teacher conferences in October and March, as well as upon parent request

**Afford parents with reasonable access to staff. Provide opportunities for parents to volunteer, participate, and observe in their child's classroom: 1118 (d) (2) (c)**

Meads Mill Middle School has an open door policy for parents with both administration and staff. In addition, parents are encouraged participate in the following activities:

- PTA (Parent Teacher Association)
- PAL (Parents at Lunch)
- PBIS school store (Positive Behavior Interventions and Support)
- Field trips and assist with special projects in classrooms
- Room observations as requested by parents
- E-mail, telephone calls, and requested teacher conferences

## **Part Three: Building Capacity for Involvement**

**Provide information and assistance to parents regarding the state and local academic standards and assessments: 1118 (e) (1)**

To ensure that parents are informed about academic standards and assessments, Meads Mill Middle School will provide the following:

- Provide parent information night regarding PBIS and International Baccalaureate (IB) at Open House
- Parent Conferences (October and March, and upon request)
- ELPA results for ELL students sent to parent by District
- Local assessment information (common assessments) shared with parents on Parent Connect
- Students receiving additional assistance will have progress monitored on a monthly basis, depending on student need. Quarterly reports provided.
- M-STEP results mailed to parents
- NWEA growth data mailed to parent with the final report card in June
- PSAT results available online

**Provide materials and training to parents: 1118 (e) (2)**

To ensure that parents are informed about academic standards and assessments, Meads Mill Middle School will provide the following:

- Information night at Open House regarding Positive Behavior Interventions and Support (PBIS) and International Baccalaureate (IB) Middle Years Program (MYP)
- New Student Orientation
- Peek of the Week
- District Website tabs
- Parent training in study skills and helping their student available

**Educate teachers, Title 1 staff, and principals regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs: 1118 (e) (3)**

Meads Mill Middle School values and respects parent involvement in the school community. Parent involvement will be part of the professional development plan. Staff attend workshops and implement new ideas for effective parent communication. When situations occur that involve students or the welfare of the entire school community, parents are always the first point of contact. District will in-service teachers on how to utilize the district website to post classroom news, assignments, and add resources to Moodle to communicate with parents.

**Coordinate parent involvement activities with other programs: 1118 (e) (4)**

Meads Mill Middle School will work to coordinate programs to ensure success for all:

- Transition to Middle School- 6<sup>th</sup> Grade Orientation for 5<sup>th</sup> graders
- New Student Orientation in August
- Parents at Lunch (PAL)
- PTA
- Volunteers on School Improvement Team

**Inform parents of school and parent programs in a timely and practical format in a language they can understand: 1118 (e) (5)**

To ensure that all parents are informed in a timely and user-friendly manner, Meads Mill Middle School will provide:

- Listserv messages
- Translators through Special Services ELL program
- District and School website allows translation to world languages
- Accommodations for deaf parents through Special Services
- Clear and simple language for cognitively challenged language using the services of the secondary special education consultant
- Welcome advocates and representatives who accompany challenged parents
- Provide paper copies for all parents requesting them

**Provide support for parent involvement at their request: 1118 (e) (14)**

Meads Mill Middle School will make every effort to support our parents and make sure their needs are met:

- Make every effort to accommodate parent requests to ensure that students and parents' individual needs are met in order to foster more positive parent involvement

**Part Five: Accessibility**

**Parent involvement activities accessible to all parents, including those with disabilities and parents who use English as their second language: 1118 (f)**

Meads Mill Middle School will provide:  Flexible meeting times

- Handicapped Accessible Facilities
- Phone conferences (bilingual interpreter, as needed)
- School Website/District Website offer translations
- Accommodations for deaf parents through Special Services
- Collaboration with community agencies: Northville Youth Assistance, Civic Concern
- Clear and simple language for cognitively challenged language using the services of the secondary special education consultant
- Welcome advocates and representatives who accompany challenged parents
- Provide paper copies for all parents requesting them