

# **Senatobia Elementary and Middle School Parent Involvement Plan**

## **I. POLICY INVOLVEMENT**

Parent Involvement Plan is jointly developed with, agreed upon with, and distributed to all parents. We will, to the extent possible, provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in a language that the parent can understand. Furthermore, we will coordinate and integrate parental involvement programs and activities at the school level with other federal, state, and district programs. The Parent Policy is presented for discussion and approval with parents and the community during the annual Title I meeting. The policy is updated as needed and reviewed annually by a team of people including parents, community members, school and district administrators, and school faculty and staff members in order to continuously meet the changing needs of our parents, students, and the school.

## **II. SHARED RESPONSIBILITY: PARENT-SCHOOL COMPACT**

School-Parent Compact, jointly developed with, agreed upon with and distributed to all parents, describes how parents, students, and the entire school staff, share in the responsibility for high student achievement. A team of people including parents, community members, school and district administrators and school faculty and staff annually review the School Compact.

## **III. BUILDING CAPACITY FOR INVOLVEMENT**

To ensure effective involvement of parents and to support a partnership among the parents, community and school to improve student achievement, we will:

1. Assist parents in understanding Mississippi's academic and achievement standards by disseminating pamphlets and hand-outs (Parents' Right to Know, Federal Programs Guide, Child Find Under IDEA 2004, and Understanding the MAAP) and by conducting parent-teacher conferences, parent workshops, and Open Houses.
2. Communicate and monitor a child's progress by interim report cards every 4 ½ weeks of the nine weeks, report cards every nine weeks, IEP meetings, weekly/monthly telephone calls, parent-teacher conferences, and ActiveParent website.
3. Assist parents in helping them to improve achievement of their children through a monthly newsletter that provides activities and suggestions, student planners with daily and weekly assignments, and conducting parent workshops.
4. Educate teachers and other staff members, with the assistance of parents, in reaching out to, communicating with, and working with parents through PTO, conferences, workshops, and staff development.
5. Send information related to school and parent programs, meetings, and other activities to the parents in a format and language they can understand through teacher generated newsletters,

social media, website, and PTO meetings school calendar, parent/student handbook, student planner and ActiveParent website.

6. Provide opportunities for parents to communicate with the school through open door policy, designating time to meet with the principal and/or teacher, and orientation days for transitioning.
7. Provide other activities to promote parental involvement such as, AR Field Day, Teacher Appreciation Week, field trips, after school clubs, reward trips for accomplishments, Red Ribbon Week, Book Fair, various themed days such as Donuts with Dad, etc, Orientations, and Accelerated Reader Program.

The Parent Involvement Policy has been developed jointly with parents. Additional activities are needed to ensure parents' full participation in the Title I programs of each school. These activities include:

- 1. Convening an annual meeting at a convenient time to inform parents of the school's participation in the Title I program, the requirements of Title I law, and their right to be involved.**
  - The Senatobia Elementary and Middle School shall hold meetings for parents and community members at various times to accommodate stakeholders. These annual meetings will be publicized by multiple means: flyers sent home with students, flyers posted in public places such as the public library, etc. to name a few examples. Notices of meetings will be posted on the district webpage, Twitter, and in the local newspaper. SAMS call out, the school message system will also be utilized.
- 2. Offering a flexible number of meetings and parent training at convenient times for parents to participate, give suggestions, and take part in decisions regarding the instructional program of the school.**
  - The Senatobia Elementary and Middle School shall hold meetings for parents and community members at different times of the day and different days of the week to accommodate stakeholders. These annual meetings will be publicized by various means: flyers sent home with students, flyers posted in public places such as the public library, doctor's offices, etc. to name a few examples. Notices of meetings will be posted on the district webpage and in the local newspaper. SAMS, the school message system will also be utilized. Teachers and administrators will do home visits if necessary to ensure parental involvement.
- 3. Parents are involved in an "organized, ongoing, and timely way," in the planning, review and improvement of the Parent Involvement Policy and Title I Programs. Parents will receive timely information about Title I program.**
  - The Senatobia Elementary and Middle School shall hold meetings for parents and community members. These stakeholders are selected as members of the Senatobia Elementary and Middle School Federal Programs committee. These annual meetings will be for review of program and planning for the upcoming year's program. This committee is involved in the school's compact, parental involvement policy, and federal programs application and budget. Notices of meetings will be posted on the district

webpage and in the local newspaper. Agenda, minutes, and sign-in sheet will be kept on file of these meetings.

**4. Provide parents of participating children—**

- Timely information about programs under this part;
- 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; and
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible; and
  
- The Senatobia Elementary and Middle School shall inform through website, social media such as Twitter, Facebook to stakeholders concerning information about federal programs. Regular parent meetings are held throughout the school year to help keep parents informed and provide opportunities for parents to ask questions concerning the curriculum and academic progress of their children.

**5. If the schoolwide program under section 1114 (b)(2) is not satisfactory to the parents of parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.**

- The Senatobia Elementary and Middle School provides a copy of the schoolwide plan to parents and other stakeholders every opportunity available. The schoolwide plan is kept on file at the school principal's office, the superintendent's office and in each school library. In the Federal Program planning annual meeting each parent is provided a feedback form. These forms are compiled and used when the committee is reviewing the schoolwide plan each year. The Senatobia Elementary and Middle School Federal Programs committee reviews this compact each year and makes necessary changes to reflect the commitment of all stakeholders.

**6. Share the responsibilities for high student academic achievement with parents, the entire school staff and students through the use of a School-Parent Compact.**

- The Senatobia Elementary and Middle School Federal Programs committee reviews this compact each year and makes necessary changes to reflect the commitment of all stakeholders. The Senatobia Middle School requires all stakeholders to sign and return a School-Parent Compact. These Compacts are kept on file at the school principal's office.

**7. Shall provide assistance in understanding the State's curriculum content standards, State's student academic standards for assessment, how to improve student achievement to include technology training, educate teachers, school staff, principals to the value of parental involvement, work with outside agencies to encourage parental involvement and publicize information regarding meetings that allow parental involvement.**

- The Senatobia Municipal School District provides Professional Development which includes training in technology and curriculum. The Senatobia Elementary and Middle

School will provide training for parents in technology and other areas. Regular parent meetings are held throughout the school year to help keep parents informed and provide opportunities for parents to ask questions concerning the curriculum and academic progress of their children. The Senatobia Elementary and Middle School shall send communicate through media such as Twitter, Facebook, and newsletters to stakeholders concerning information about federal programs, state curriculum content standards, and how to improve student achievement.

**8. Shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.**

- The Senatobia Elementary and Middle School shall communicate to stakeholders concerning information about federal programs in native languages. Regular parent meetings are held throughout the school year to help keep parents informed and provide opportunities for parents to ask questions concerning the curriculum and academic progress of their children. The Senatobia Municipal School District employees several staff members who speak fluent Spanish and provide translation at meetings. The Senatobia Middle School has a small population of Hispanic families. Any information sent home a translation is provided to these families.