

**Miller Elementary School**  
**Title 1 Targeted Assistance 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 I: Policy Involvement**

**The Miller Elementary Title 1 Targeted Assistance Parent Involvement Policy was created as a collaborative effort between parents and staff. Parents played a key role in the development of this policy and we will continue to utilize their feedback and suggestions in order to update and improve our Targeted Assistance Title 1 Program: 1118 (b)**

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

Miller Elementary School will:

- *Hold an annual targeted assistance Title 1 Meeting in the Fall.*
- *The purpose of the meeting will be to share the Title 1 Targeted Assistance Plan, review the School Parent Involvement Policy, and to explain our Title 1 program and how parents can be involved to help their child be successful.*
- *Parents will be notified of the meeting through a written note and a reminder phone blast.*

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

Miller Elementary School will ensure the involvement of all parents by offering the following activities:

- *Open House/Curriculum Nights*
- *Parent Workshops (daycare provided)*
- *Parent/Teacher Conferences*
- *PTO Activities (meetings, fun fair, movie nights)*
- *Flexible IEP times*
- *Contact with intervention specialists and counselor*
- *Classroom Volunteers*

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

Miller Elementary School will ensure the involvement of parents in planning and reviewing the Targeted Assistance Title 1 program by:

- *Reviewing the School Parent Involvement Policy at the Annual Kindergarten Orientation and the first Title 1 parent meeting of the year*
- *Posting the Parent Involvement Policy for parents to review during December Parent Teacher conferences in a visible location (outside of office in the flyer display).*
- *Placing a suggestion box located under the visible plan for parents to make suggestions during December Parent Teacher conferences as well as the rest of the school year.*
- *Reviewing and distributing Parent Compacts at the December parent conferences.*
- *Conducting Parent Surveys at the conclusion of each Title 1 parent workshop; after parent/teacher conferences and at the end of the school year*
- *Yearlong process of reviewing and revising the Parent Involvement Policy to incorporate suggestions based on the Parent Survey results*
- *Holding a Title 1 meeting mid-year to review the Title 1 program, parent involvement policy and ask for suggestions for improvement.*

- *Provide parents with a short survey so they may provide feedback on the program both in a written and verbal format. These suggestions will be used to revise the parent school compact and parent involvement policy.*
- *Expanding all avenues of communication with parents (school newsletter, classroom newsletters, District publications, phone blasts or robo calls and website to increase parent involvement in the Targeted Assistance Title 1 program*

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

Miller Elementary School will provide timely information through:

- *Annual Title 1 meeting*
- *Fall Curriculum Nights/Open-House*
- *Parent conferences (December/additional conferences upon parent request)*
- *School/Classroom Newsletters/District Newsletters*
- *Progress Reports and Report Cards*
- *District Web Site - Policy and Compact available on website*
- *Kindergarten Orientation- Parent awareness evening and coordination with daycares and preschools to educate all involved about kindergarten expectations (incoming kindergarten students attend)*
- *Parent Workshops (children included)*
- *Telephone Calls/E-mail correspondence*
- *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 Targeted Assistance plan to meet student and parent need and share revisions with appropriate administrators and stakeholders: 1118 (c) (4) (C) & 1118 (c) (5)**

Miller Elementary School will provide parents an opportunity to interact with their children's school by:

- *Parent Suggestion Box located in a visible location where parents can provide suggestions for improvement and comments regarding the targeted assistance Title 1 program*
- *Conduct a Parent Survey in the spring for all parents*
- *Hold a Title 1 meeting mid-year to review the Title 1 program, parent involvement policy and ask for suggestions for improvement. Provide parents with a short survey so they may provide feedback on the program both in a written and verbal format. These suggestions will be used to revise the parent involvement policy when appropriate.*
- *Parent conferences (December/ additional conferences upon parent request)*
- *Telephone Calls/E-mail correspondence between parents, teachers and school*

**Part II: 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) & 1118 (d) (2) (A)**

Plymouth Canton Community Schools will develop a School/Parent/Student compact:

- *The Parent/Teacher/Student compact is developed by the school district leaders, parents and teachers.*
- *The compact is reviewed and given to all parents at the December Parent-Teacher Conference. Teachers discuss how the compact relates to the success of each individual child. This ensures a strong home/school connection and allows all stakeholders to have a voice.*

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

Miller Elementary School will provide various academic reports to parents:

- *December Conference Report Card (shared at December conferences)*
- *Report Cards (December, March and June)*
- *Parent Teacher Conferences (December, additional conferences available upon request)*
- *Progress Reports November, January and April- NWEA Map testing results*

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

Miller Elementary School encourages parents to participate in the following activities:

- *PTO (Parent Teacher Organization)*
- *Special Event Volunteers*
- *Chaperones for field trips*
- *Media Center helpers*
- *Classroom Observation Upon Request*
- *Classroom Helpers*

### **Part III: 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, Miller Elementary School will provide the following:*

- *Parent Conferences (December, additional conferences available upon request)*
- *WIDA results for EL students sent to parents*
- *Local assessment information (NWEA, DRA/QRI, district benchmark assessments) shared with parents at conferences*
- *Students receiving additional assistance will be progress monitored on a bi-weekly basis depending on student need. Information will be shared with parents when appropriate.*
- *Literacy Interventionists available at conferences to provide information and answer questions about assessments*

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

*Miller Elementary School offers training and materials to parents through the following events and activities:*

- *Kindergarten Orientation (incoming students and parents attend)*
- *Parent Workshops (daycare provided)*
- *Take Home Book Program*
- *Provide lists of community resources to individual parents and assistance in accessing these resources, as needed*
- *Summer Reading Program/Catch You Reading Program*
- *Monthly school newsletters/Classroom newsletters/District publications*
- *District Website Learning Tab - provides parents with materials and resources to help their child achieve success*

**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)**

- *Miller Elementary School values and respects parent involvement in the school community. Parent involvement will be part of the professional development plan. Staff will engage in P.D. during monthly staff meetings to learn how to 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 allows teachers to utilize district website to post classroom newsletters and add materials and resources to classroom pages.*

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

Miller Elementary School will work to coordinate programs to ensure success for all:

- *Kindergarten Orientation: activities to educate preschool parents, daycares and community stakeholders on Kindergarten expectations.*
- *PTO*
- *Building Tour: New students and their parents invited to Miller to tour the building.*
- *Intervention programs in grades 3-5*

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

To ensure that all parents are informed in a timely and user-friendly manner, Miller Elementary will provide:

- *District website updates*
- *Phone blast reminders of upcoming events*
- *School Newsletter/Classroom Newsletters/District Newsletters written in a language parents can understand*
- *Bilingual interpreter, as needed, through District liaison for all parent contacts*
- *Accommodations for deaf parents (by request)*
- *Assignment books (grades 3-5)*

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

Miller Elementary 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 IV: Accessibility**

**Parent involvement activities accessible to all parents, including those with disabilities and parents who use English as their 2<sup>nd</sup> language: 1118 (f)**

Miller Elementary School will provide:

- *Flexible meeting times*
- *Handicapped Accessible Facilities*
- *Phone Conferences (Bilingual interpreter, as needed, through District liaison for all parent contacts)*
- *School Newsletter/Classroom Newsletters/District Newsletters written in a language parents can understand*
- *Accommodations for deaf parents*
- *Collaboration with community agencies; i.e., Mobile Dentist*