

# **Boaz Middle School Parental Involvement Plan**

Boaz Middle School believes positive parental involvement is essential to achieve maximum social, emotional, and academic growth and encourages participation of parents in all aspects of their child's education.

## **Strategies to Increase Parental Involvement**

### ***Development of the School-Wide Plan/Parental Involvement Plan***

Boaz Middle School will:

- Involve parents in the development of the School-Wide Title I Plan
  - Parents are members of the School-Wide Title I Advisory Committee and are integral in the development of the School-wide Plan which includes the Parental involvement Plan.
- Involve parents in the joint development of the Parent Involvement Plan.
- Provide open forum for information and decision making at PTO meetings.
- Administer a Parent Needs/Evaluation survey in the spring of each year seeking input about the effectiveness of the overall school-wide program and parental involvement plan.
  - Information compiled is used along with other data in the comprehensive needs assessment to determine the over all effectiveness of the school-wide program and the parental involvement plan.
- Make available to parents and the local community the Title I School Wide Plan which includes the Parental Involvement Plan. The School-wide Plan is made available to parents in the following venues:
  - school website
  - public library
  - school library

- Parents are notified that at the annual meeting, on the website, and in the school-wide document that they can make comments if they disagree with any aspect or component of the Boaz City School System Title I Plan and the Boaz Middle School-Wide Title I Plan which includes the Parental Involvement Plan.
  - Parent are notified at the annual Title I meeting that the Spring Needs/Evaluation survey is an excellent opportunity to make comments and suggestions for program improvement. A comment section is provided for narrative response.

### ***LEA Set Aside Reservation***

The School-Wide Title I Advisory Committee which includes the Parent Advisory Council meets annually to discuss the effective use of the parental involvement set aside funds. For the 2005-2006 school year, the committee is in consensus that it is the best interest of our school and system as a newly established school system to pool our resources at this time to build Parental involvement capacity by hiring a part-time Parental Involvement Specialist to coordinate activities and resources for our school system. This parental involvement specialist assist and coordinates family literacy and parent training such as but not limited to family support programs and resources to assist families with health, literacy, computer, nutrition, financial matters and other problems/issues.

Last year this funding was used to purchase a system level parental involvement website, videos/CDs in English and Spanish and school newsletters in English and Spanish.

These parent education opportunities are provided in collaboration with federal programs and 21<sup>st</sup> Century Community Learning Center. Parents are notified about these opportunities through advertisements in the local newspapers, website, radio, and flyers.

### *Annual Parent Meeting and Opportunities for Participation*

Boaz Middle School will:

- Convene an annual meeting that will encourage and facilitate parent attendance for the purpose of informing parents about the school-wide program and Title I requirements and offerings.
  - Boaz Middle School invites all parents to an annual meeting during the Fall school to explain the School-wide Title I Plan. Included in this explanation are the benefits and activities, federal guidelines, and the role, rights and responsibilities of all parents in the education of their children. Parents are also notified of their rights to know the qualifications of their child's teacher and if that teacher is highly qualified. They are also notified if their child is taught by a paraprofessional. At every parent training Title I is addressed. These opportunities to address Title I are offered during the day and in the evening. Additionally, we recognize the unique challenges of our ELL families and hold an orientation specifically designed for their needs. Boaz Middle School's experience is that these meetings have higher attendance and participation rate than our other meetings.
- Involve parents, in an organized, ongoing, and timely way, in the planning review and improvement of the school-wide program
  - Parents are members of the School-Wide Title I Advisory Committee and are integral in the development of the School-wide Plan which includes the Parental involvement Plan.
  - Involve parents in the joint development of the Parent Involvement Plan.
  - Provide open forum for information and decision making at PTO meetings.
  - Administer a Parent Needs/Evaluation survey in the spring of each year seeking input about the effectiveness of the overall school-wide program and parental involvement plan.
    - ✓ Information compiled is used along with other data in the comprehensive needs assessment to determine the over all effectiveness of the school-wide program and the parental involvement plan.

- Provide parents timely information about programs, curriculum, assessment, and achievement expectations; if requested by parents, opportunities for regular meetings to review and assist in improving student progress.
  - School calendar
  - Newsletters
  - Telephone calls
  - Newspapers
  - Invitations
  - School marquee
  - School website
  - E-mails
  - Conferences

***Procedures to Submit Comments of Dissatisfaction with the  
School Parent Involvement Plan***

Parents are notified that at the annual meeting, on the website, and in the school-wide document that they can make comments if they disagree with any aspect or component of the Boaz City School System Title I Plan and the Boaz Middle School-Wide Title I Plan which includes the Parental Involvement Plan.

- Parent are notified at the annual Title I meeting that the Spring Needs/Evaluation survey is an excellent opportunity to make comments and suggestions for program improvement. A comment section is provided for narrative response.
- After the school has compiled the data for the Comprehensive needs assessment, the Parent Needs/Evaluation surveys are submitted to the Central Office. The data is then combined with the other Parent Need/Evaluation Surveys from the other Title I schools for to determine system-wide needs.

***School-Parent Compact***

See as appended

### ***Building Capacity***

To ensure effective involvement of parents and to support a partnership among Boaz Middle School, parents and the community that enhances student academic achievement, we:

- Shall provide parents with opportunities to understand state academic and achievement standards, state and local assessments and student progress through **conferences, annual Title I meeting, periodic parent meetings that are held during the day and in the evening at which time the school will explain how to understand:**
  - SAT 10 Student Profile Reports
  - ARMT Student Profile Reports
  - Alabama Direct Writing Assessment Profile Reports
  - Think Link Assessment Results
  - State School Report Card
  - Student Report Cards
  - Student Progress Reports
- Shall provide opportunity to train parents, faculty, staff and principals on a continuous partnership for improved student achievement
  - Embedded professional development for all faculty and staff
  - System-wide sponsored parental involvement resource room
  - System-wide sponsored parental involvement specialist
- Shall educate faculty and staff through in-service opportunities of the importance of working with parents as equal partners to build ties between parents and the school
  - Embedded professional development
  - Grade-level Meetings
  - Subject-level Meetings
- Shall coordinate and integrate parent involvement programs/activities through Century 21 and system-wide supported programs to the extent feasible and appropriate
  - Extended Day
  - Tutoring
  - Parental Involvement Specialist

- Shall work with local businesses and community agencies to develop partnerships with student and school recognition programs
  - PTO sponsored school-wide “Awards Day”
  - Book Drives
  - Book Fair
  - School/Community Annual Auction
  - Teacher Recognition
- Shall ensure, to the extent possible, that information sent home is in a parent friendly language that can be understood
  - ELL translator on-site
  - Documents created in Spanish
- May involve parents in the development of training of teachers and other staff to improve instruction
- May provide reasonable support for parental involvement activities under this section as parents may request
- May pay reasonable and necessary expenses associated with local parental involvement activities for school-related sessions
- May train and support parents to enhance the involvement of other parents
- May establish a district-wide parent involvement program coordinator to work between all schools
- May conduct workshops/seminars to train parents on involvement
- May conduct meetings at a variety of times to maximize opportunities for parents to participate in school related activities

### ***Shared Responsibilities for High Student Performance***

Boaz Middle School shall develop a school-parent-student compact. The compact shall outline how parents, school faculty and staff, and the student will share the responsibility for improved student achievement. It will also provide means by which the school and parents will build a partnership to help students build and achieve the state’s high academic standards. Pacts will be provided in languages that all parents can understand. The compact will be discussed with teachers at a faculty meeting. Each teacher will be given the responsibility to explain the compact to the students and obtain the students’ signatures. Students will return compacts to her/her teacher after parent’s signature is secured. The teachers will sign the compacts and house them in his/her classroom for use during parent-teacher and/or student-teacher conferences.

Home-School Compacts will be revised annually and parent input will be solicited through newsletters and website. Parents will be invited to submit input in writing or to attend revision meetings.

### ***Accessibility***

Boaz Middle School shall provide a teacher of English as a Second Language for students needing services. The teacher will provide parents with appropriate communication methods with the school faculty and staff to ensure academic progress and interpretation of assessment results. These methods will be incorporated in writing when necessary. Parents with disabilities and parents of migratory students will be provided with information in an easy to read format and assistance will be provided for understanding their child's needs and academic progress.

### ***Parents' Right-to-Know***

A Parent's Right-to-Know letter is included in the registration packet. This information is also covered at an annual meeting and periodically at additional parent training.

Boaz Middle School will provide parents information about their right to know the qualifications of their children's teachers, paraprofessionals, or substitute teachers. Notice of this right and of any person who does not meet the highly qualified criteria required by No Child Left Behind will be forwarded to parents each year.

Parents have the right to know that their children are being taught by a paraprofessional.

When a student is being taught by a teacher who is not highly qualified a notification letter is sent home to the parents of those children. When a substitute has been in the classroom for four consecutive weeks and is not highly qualified a notification letter will be sent home to parents of those children.