

Memorial Middle School
Parental Involvement Policy
2018-2019

In support of strengthening student academic achievement, Memorial Middle School has developed jointly with, agreed on with, and has distributed to, parents of participating children a written parental involvement policy that contains information required by section 1118(a) (2) of the Elementary and Secondary Education Act (ESEA) (Campus-Wide Parental Involvement Policy). The policy establishes Memorial Middle School's expectations for parental involvement and describes how Memorial Middle School will implement a number of specific parental involvement activities---all of which are incorporated into the Kingsville Independent School District's plan. This plan may be submitted to the State Educational Agency (SEA) upon request.

PART I. GENERAL EXPECTATIONS

Memorial Middle School agrees to implement the following statutory requirements:

- Memorial will establish programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, Memorial Middle School will work to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and will include a school-parent compact consistent with section 1118(d) of the ESEA.
- Memorial Middle School will incorporate this campus wide parental involvement policy as part of the district's LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, Memorial Middle School will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children to include: providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format, including alternative formats upon request, and in a language parents understand.
- Memorial Middle School will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the campus level.
- Memorial Middle School will be governed by the following statutory definition of parental involvement, and expects to carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, to include ensuring—

- (A) *that parents play an integral role in assisting their child's learning;*
- (B) *that parents are encouraged to be actively involved in their child's education at school;*
- (C) *that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF HOW MEMORIAL MIDDLE SCHOOL WILL IMPLEMENT REQUIRED DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. Memorial Middle School will take the following actions to involve parents in the joint development/revision of its district wide parental involvement plan under section 1112 of the ESEA:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Announce and hold public meetings (at different times to accommodate both working and non-working parents) about this policy and how they can join in the development of this plan. It will be advertised on the KISD website. 	Sign in sheets and recorded suggestions	Spring 2019
<ul style="list-style-type: none"> Review and add input at coordinated SBDM committee meetings 	Participant Input	Upon completion of Draft
<ul style="list-style-type: none"> Adopt Policy 	District-Wide Survey	April 2019

2. If Memorial Middle School is in Improvement Required status, the campus will take the following actions to involve *parents in the process of school review and improvement* under section 1116 of the ESEA:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Disseminate letter to all campus parents and include on KISD website reasons for campus being designated as “In Need of Improvement” 	Parent responses	Upon designation of campus condition
<ul style="list-style-type: none"> Host parent meetings to advise of condition of performance, improvement efforts, advise about school choice & gather parent input 	Meeting minutes and informal observations	Upon designation of campus condition
<ul style="list-style-type: none"> Face to face meetings for each stakeholder group (administrators, teachers, students, parents and community members) 	Session evaluations, and parent participation	Upon designation of campus condition
<ul style="list-style-type: none"> Surveys will be implemented at key points in the process to gain perceptions, support and recommendations from each stakeholder group. 	Survey data	Fall 2018 Spring 2019
<ul style="list-style-type: none"> Host meetings to present TurnAround Plan to public and gather input 	Training Surveys	Upon designation of campus condition

3. Memorial Middle School will offer the following necessary coordination, technical assistance, and other support in providing effective parental involvement activities to improve student academic achievement and school performance:

ACTIVITIES	EVALUATION	TIMELINE
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<ul style="list-style-type: none"> Memorial MS will provide Math, Science, STAAR, Literacy and/or Family Activity Sessions for Families 	Surveys	Fall 2018 Spring 2019
<ul style="list-style-type: none"> Liaison Meetings/Discussions w/principal and staff to address student needs specific to Memorial Middle School 	Principal comments	Ongoing
<ul style="list-style-type: none"> Schedule meetings with principal to address VIP (Volunteer) parental involvement strategies 	Number of volunteer participation at each campus, yearly report	Ongoing
<ul style="list-style-type: none"> Use “Open House” opportunity to be actively involved in their students’ learning 	Responses from parents, number of participants responding	Each Fall
<ul style="list-style-type: none"> Encourage staff at Memorial to share with parents the parent workshops and sessions available to them at Memorial 	Principal comments	Ongoing

4. Memorial Middle School will coordinate and integrate parental involvement strategies in “Part A” under the following other programs through the following activities:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Parents will be encouraged to be involved in all extra-curricular activities 	Principal/parent comments Parent attendance at activities	Ongoing
<ul style="list-style-type: none"> VIPS (Volunteers in Public Schools) will be encouraged to assist as volunteers at Memorial Middle School 	Parental Involvement Liaison	Ongoing

5. Memorial Middle School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). Memorial Middle School will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

ANNUAL EVALUATION PROCEDURES	PERSON RESPONSIBLE	ROLE OF PARENTS
<ul style="list-style-type: none"> Conduct an Annual Community Survey Meeting to address analyze data Review parent policy 	Liaison/Facilitator/Federal Programs Director/ Parents	Input on evaluation, participation at meetings Suggestions for Improvement

6. In order to ensure effective involvement and a strong partnership with parents and community, Memorial Middle School will build capacity for strong parental involvement through the following activities described below:

A. Memorial Middle School will provide assistance to parents of children in understanding topics such as the following, by undertaking the actions described in this in the table which follows-

- the State’s academic content standards,
- the State’s student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Part A,
- how to monitor their child’s progress, and
- how to work with educators:

ACTIVITIES	EVALUATION	TIMELINE
• Staff will explain academic standards and assessment to parents	Parent Comments	Ongoing
• Provide ideas to parents on monitoring their child’s progress and/or how to work with educators in parent sessions	Parent responses, survey	Ongoing
• Provide information to parents on how to work with their child’s teacher	Surveys	Yearly
• Provide workshops/literature for parents on helping their child succeed/helping with homework/or related info	Parent responses	Ongoing
• Provide a meeting to Explain the Title I Program, services, and rights of parents to get involved	Parent responses	Fall or Spring 2017, 2018
• Distribute information to parents on information in English/Spanish on assisting their child at home	Parent responses, survey	Yearly

B. In order to improve children’s academic achievement, Memorial Middle School will provide materials and training to help parents work with their children, such as literacy training, and the use of technology, to foster parental involvement through the following:

ACTIVITIES	EVALUATION	TIMELINE
• Encourage attendance of Basic, Intermediate and Advanced English Literacy classes offered by the Kleberg County Adult Literacy Council at Community Life Center (For all families of the district)	Kleberg County Adult Literacy Staff evaluates progress at end of course.	Ongoing
• Abriendo Puertas / Opening Doors classes will be offered to build parent capacity	Parent responses; survey	Ongoing

C. Memorial Middle School will educate its teachers, pupil services personnel, and other staff in: “How to reach out to, communicate with, and work with parents as equal partners and the value and utility of contributions of parents” by:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Having parents/staff who have participated in state or regional conferences share their learning of latest strategies and research 	Teacher and Principal comments Evaluation forms	Yearly
<ul style="list-style-type: none"> Staff will receive training via faculty meetings and professional development sessions 	Staff comments	Yearly
<ul style="list-style-type: none"> Liaison/ Director will provide this information and will be available for extra training in this area as needed 	Teacher and Principal comments	Ongoing

D. Memorial Middle School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other organizations and agencies that encourage and support parents in the education of their children, by implementing the following actions:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Print/distribute flyers on parent activities Parent liaison will coordinate with Migrant Recruiter as needed Parent liaison will meet with At Risk counselor, academic counselor, and program directors on coordinating services The parental involvement liaison will work in collaboration with other programs to increase parent participation. Parent liaison will be available for parents in need of assistance 	Parent responses/surveys Parent responses/surveys Principal evaluation Survey Principal evaluation Parent Comments	Monthly Monthly Bi Weekly Ongoing Ongoing

E. Memorial Middle School will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> Liaison and/or Director will translate both written and verbal communication for parents into the Spanish language as needed 	Surveys	Monthl
<ul style="list-style-type: none"> Solicit assistance from parent ESL literacy students for translation in other languages 	ESL Parent comments	As needed

PART III. DISCRETIONARY PARENTAL INVOLVEMENT POLICY COMPONENTS

Memorial Middle School’s Parental Involvement Policy includes additional activities that the school district, in consultation with its parents, has chosen to undertake to build parents’ capacity for involvement in the school to support their children’s academic achievement, such as in the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents; in order to maximize parental involvement and participation in their children’s education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- adopting and implementing model approaches to improving parental involvement;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.

ACTIVITIES	EVALUATION	TIMELINE
<ul style="list-style-type: none"> • Working with local businesses and the community on providing opportunities for assistance 	Number of increased volunteers and increased support from businesses in local area	Each Fall, Spring
<ul style="list-style-type: none"> • Home visits to encourage student attendance 	Number of increased participants and/or new parents	Each Fall and as needed
<ul style="list-style-type: none"> • Liaison will greet and visit with parents to encourage parental involvement and promote activities 	Parent/Principal/Staff comments	Ongoing
<ul style="list-style-type: none"> • Liaison will serve as support for KEEP conferences: 	Increased parent-teacher conference contacts	Fall 2018

PART IV. ADOPTION

Memorial Middle School’s Parental Involvement Policy has been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs.

This policy was adopted by Memorial Middle School and will be in effect for the period of one year. Memorial Middle School will distribute this policy to all parents of participating Title I, Part A children on or before October 2018.

Please Cut Here ↑ and return bottom portion (or entire page) to Memorial middle school.

I have received a written copy of the 2018-2019 KISD Memorial Middle School's
Parental Involvement Policy Handbook.

Print Your Child's Name: _____

Campus: **Memorial Middle School**

Parent Signature: _____

Date: _____

Phone Number: _____