

Union County Middle School
Parent Involvement Policy
2009-2010

1. The goal of the Title I parent involvement program is to increase student achievement.
2. Parents of students enrolled at Union County Middle School will be invited to a parent meeting at the beginning of each school year. Parents will be given an explanation of the Title I targeted assistance program including the legal requirements and an overview of the school's curriculum. Union County Middle School staff will emphasize the importance of parents being involved in their child's education and the need for them to become involved in the decision-making process.
3. Parent meetings will be offered throughout the year on various topics using flexible times. Parents will be notified of the meetings by the school newsletters, newspaper articles, postcards, and/or telephone calls. Parents will be surveyed throughout the year regarding preference of meeting times and topics in order to assist with scheduling workshops for the next school year.
4. The Title I Parent Involvement Team will involve parents in the planning, review, and improvement of programs. The Parent Involvement Team consists of the school counselor, the UCMS graduation coach, the Targeted Assistance Teacher and the assistant principal. Union County Middle School will establish a parent involvement advisory board which will meet a minimum of twice each year. The advisory board will review surveys in the spring and use the results to improve the parent involvement program. Ideas and suggestions will be researched and discussed with the teachers and administration. Teachers and administrators are encouraged to review and respond to parent suggestions.
5. Throughout the year, parents will receive written and/or verbal information concerning:
 - School programs. Information will be discussed in the fall. The teachers and the Parent Involvement Team will remind parents of the various school programs.
 - Results of the annual school review (including school performance profiles). School administrators will be responsible for reporting this information to parents of the school. This may be done through the newspaper or through others means of correspondence.
 - Opportunities to volunteer in the school.
 - Individual student assessment results and interpretation of those results. The school will be responsible for disseminating test information to parents. Individual conferences will be scheduled on an as-needed basis.
 - A description and explanation of the school curriculum. Union County Middle School will provide a description and explanation of the school curriculum on our website. Each teacher will also provide a syllabus at the beginning of the school year with descriptions and explanations of the curriculum.

- Assessments used to measure student progress and proficiency. The classroom teachers and the school administration will explain the school's assessments and proficiency levels to parents and students. The system handbook includes an explanation of promotion requirements. Teachers and staff will offer detailed explanations, when requested.
 - Opportunities for parents to formulate suggestions, share experiences with other parents and participate, as appropriate, in decisions relating to the education of their children. Opportunities will be made available throughout the school year at the parent meetings and/or workshops. Parents will be encouraged to share ideas and participate in discussions.
- Responses to parent suggestions. The Parent Involvement Team and other staff members will evaluate each parent workshop. Parents will be encouraged to make suggestions for improvement. The Parent Involvement Team will share responses with the advisory board. When necessary, immediate action will be taken on certain suggestions after consulting with the Title I coordinator and school administrators.

6. Through evaluation forms gathered at parent meetings and from discussions with parents and staff, the Parent Involvement Coordinator will collect all unsatisfactory parent comments and present them to the parent involvement advisory board to use in planning for the next school year.

7. Parents receive assistance in understanding the areas of:

- State's content standards and student performance standards. The classroom teachers will explain the state's content standards (QCC/GPS objectives) within the classroom setting. The school staff will explain the QCC/GPS to the parent, if requested. Parents will receive information on the student performance standards in the report cards and through discussion with the classroom teacher, if requested.
- National Standards related to No Child Left Behind.
- Benchmark tests, CRCT, Middle Grades Writing Assessment (8th grade) School improvement and corrective action process, if applicable.
- Components of a targeted assistance program. Parents will receive an explanation of the targeted assistance program at the fall parent meeting. A more detailed explanation will be done during the year, if requested.
- State and local assessments will be explained to parents throughout the year.
- Requirements of Title I, Part A will be explained to parents in the fall of each school year.
- Ways to monitor their child's progress and suggestions on how to improve the academic performance of their child is ongoing for the parents.
- Ways to participate in decisions affecting their child will be explained to parents in an ongoing fashion. Parents will be encouraged to become involved in their child's education.

8. The Parent Involvement Team will help parents improve their child's achievement by providing materials and training throughout the year. Parents will be:

- Provide relevant workshops and information.
- Provide materials housed in the parent resource center.

- Encourage to attend school meetings.
- Encourage to attend parent-teacher conferences.
- Inform of the availability of programs such as literacy training.

9. The Parent Involvement Team will provide assistance and information to teachers, pupil services personnel, principals and other staff members concerning the value and importance of parent contributions. The team will provide assistance in how to reach out to, communicate with, and work with parents as equal partners. The Parent Involvement Team will implement and coordinate parent programs and build ties between the home and school. These will be accomplished by:

- Scheduling workshops to accommodate special needs.
- Attending meetings and conferences.
- Communicating strategies and related information through the parent handbook, newsletters, memos, etc.

10. The Parent Involvement Team will work to establish relationships with community-based organizations and businesses during the 2009-10 initial year. Information about opportunities for organizations and businesses to work with parents and schools and encouraging the formation of partnerships will be targeted. Businesses will be encouraged to allow the employees who are the parents of the Union County Middle School students to visit the school on the dates set aside as teacher workdays or as needed by the school. Business representatives will be encouraged to become involved in the school, such as visiting classrooms and attending parent meetings as guest speakers and resource people. Providing motivation and encouragement to students as well as providing career and business information will be the focus.

11. The Parent Involvement Team will be responsible for establishing a parent resource center in the school. The center will house resources for parents and students, such as books and games. In addition, the center will have materials to assist parents in understanding child development and child rearing issues. The team will also provide other reasonable parent involvement activities as parents may request.

12. UMCS and the Parent Involvement Team will coordinate and integrate parent involvement programs, activities and strategies with Title I-B, Migrant, Title I-C, Homeless, Vocational Education, Parents as Teachers program and other programs to the extent feasible and appropriate.

13. To the extent possible, the Parent Involvement Team provides opportunities for the participation of ELL parents, parents of migratory children and parents with disabilities. Parents are provided information about programs in a language they understand.

14. The Parent Involvement Team will meet with the teachers and school administrators to stress the school's responsibility in providing an enriched curriculum and quality instruction that meets the needs of all students. Ensuring that all students meet the state's content and performance standards will be emphasized.

15. The Parent Involvement Team will work with the teachers, parents, and students in the development of the Union County Middle School parent compact. They will convey to the parents their areas of responsibility as stated in the Union County Middle School parent compact. Some areas may include:

- Make sure that my child gets enough rest, eats nutritious meals, and ensure they are ready to learn each day.
 - Attend the parental involvement meetings and conferences.
 - Make sure my child attends school every day and is on time.
 - Make sure my child has his/her school supplies.
 - Make sure the school has correct, up-to-date information – address, phone numbers, emergency numbers.
 - Establish a time for my child to do homework, review it carefully each night: sign and return pages to my child's teacher.
 - Work with the teachers and school staff to support and challenge my child.
 - Encourage positive feeling about school.
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The compact will stress the importance of communication between teachers and parents. Administration, parents, students and teachers will sign the compact indicating the role each has in the education process.

16. Additional communication will be provided through:

- Parent-teacher conferences.
- Progress reports.
- School programs and meetings.
- Opportunities to volunteer and participate in classroom activities.

17. The Parent Involvement Team will assist the school staff in transition activities for students and parents.