

Sagamore Middle School Parent Involvement Policy

GENERAL EXPECTATIONS

Sagamore Middle School agrees to implement the following statutory requirements:

- **Sagamore Middle School** will jointly develop with parents and distribute to parents of participating children, a Parental Involvement Policy that the school and parents of participating children agree on.
- **Sagamore Middle School** will notify parents about the Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- **Sagamore Middle School** will make the Parental Involvement Policy available to the local community.
- **Sagamore Middle School** will periodically update the Parental Involvement Policy to meet the changing needs of parents and the school.
- **Sagamore Middle School** will adopt the school-parent compact as a component of its Parental Involvement Policy.
- **Sagamore Middle School** agrees to be governed by the following statutory definition of parental involvement, and will 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, including ensuring—

- (A) parents play an integral role in assisting their child's learning;
- (B) 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.

Sagamore Middle School Parent Involvement Policy

Sagamore Middle School will implement required school parental involvement policy components as follows:

1. **Sagamore Middle School** will take the following actions to involve parents in the joint development and joint agreement of its Parental Involvement Policy and its school wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

Gather and disseminate to parents for review the following materials: District wide Parental Involvement Policy, the School's Parental Involvement Policy, the school-parent compact, and Parent Notices from the Table on page 45 of the Title I, Part A Non-Regulatory Guidance. These materials will be disseminated to parents at regular Title I parent meetings, School Site Council meetings, and parent/teacher conferences. Written and oral input from parents will be solicited through Title I parent meetings, School Site Council meetings, parent/teacher conferences, school newsletters, school web site, and other regular written communications with parents.

2. **Sagamore Middle School** will take the following actions to distribute to parents of participating children and the local community the Parental Involvement Policy:

- The School Parental Involvement Policy will be distributed to parents at Title I parent meetings.
- The policy will be posted on the school web site.
- Parents of new participating students will receive the policy upon registration if eligible for Title I.

3. **Sagamore Middle School** will periodically update its Parental Involvement Policy to meet the changing needs of parents and the school through:

- Monthly BLT meetings
- Regular Title I meetings
- PTA meetings
- General School meetings

4. **Sagamore Middle School** will convene an annual meeting to inform parents of the following:

- That Sagamore Middle School participates in Title I,
- The requirements of Title I

Sagamore Middle School Parent Involvement Policy

- Of their rights to be involved as outlined in Table B of Title I, Part A Parental Involvement Non-Regulatory Guidance (page 45), Section 1118; the school-parent compact, Appendix C, page 51 of the Title I, Part A Parental Involvement Non-Regulatory Guidance, the district wide parental involvement policy, and the school's parental involvement policy and
- Meetings will be held at various and convenient times to encourage parents to attend. Parents will be notified about meetings through school memos, newsletters, the web page, and the automated phone system.

5. **Sagamore Middle School** will hold a flexible number of meetings at varying times, and may provide transportation, child care, and/or home visits, paid for with Title I funding as long as these services relate to parental involvement:

To encourage parents to attend these meetings, the school will offer training to parents to improve student success and achievement. In situations that prevent parents from coming to the school for meetings, school personnel may make home visits or arrange to meet the parents at a mutually convenient time off campus.

Sagamore Middle School will provide information about Title I programs to parents of participating children in a timely manner through the automated phone system, memos, newsletters, and the web page.

Sagamore Middle School will provide parents of participating children with 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 through:

- the annual Title I parent meeting
 - regular parent/teacher conferences
 - Title I meetings and Family Nights throughout the year
- (a) If requested by parents, **Sagamore Middle School** will provide parents of participating children 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:
- through prearranged meetings with the Title I Coordinator
 - through meetings with the student's teacher which may include the Title I Coordinator, the principal, and other staff as appropriate

Sagamore Middle School Parent Involvement Policy

(b) **Sagamore Middle School** will submit to the district any parent comments if the school wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children:

- parents may submit comments in writing regarding the school wide plan to their child's teacher, the Title I Coordinator, the principal, or the appropriate department within Sachem Central School District.

RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. **Sagamore Middle School** will build the schools' and parent's capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following activities described below:

- Parent training
- Family Nights
- Parental access to the Teacher/Parent Resource library and other resources such as web sites, parent organizations, etc.
- Parent Partnership

2. The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy:

- The school-parent compact will be a part of the School Parental Involvement Policy on the school's web page.
- During regular parent/teacher/student conferences, the school-parent compact will be completed and signed by the teacher, the parent(s), and the student.
- As needed, the school-parent compact will be included in school newsletters along with the School Parental Involvement Policy.

3. The school will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:

- 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 Title I,
- how to monitor their child's progress, and
- how to work with educators.

Sagamore Middle School Parent Involvement Policy

Parents will receive training and necessary information on the topics above through:

PTA workshops, Standards, School-Parent Intervention Compact, highlights of the standards, list of web sites, school sponsored trainings and workshops.

4. As appropriate, the school will, with the assistance of the district, provide materials and training such as literacy training and using technology to help parents work with their children to improve their children's academic achievement and to foster parental involvement, by:

holding regular Title I meetings, Family Nights, and encouraging parental participation in Parent Project, Jr.

5. The school will, with the assistance of the district and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

encouraging staff to attend parental involvement workshops and conferences, web-based learning, and site staff development.

6. The school will, to the extent feasible and appropriate, 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:

Upon identification of parental need for information in another language or in another format, the school will take steps to ensure that the parent request is fulfilled.

SAGAMORE MIDDLE SCHOOL Parent Involvement Policy

Sagamore Middle School believes in the importance of good communication between the home and the school in building a successful learning environment for all students. It is our desire to provide multiple opportunities for parents, students and school staff to establish strong, meaningful and lasting connections.

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

-that parents play an integral role in assisting their child's learning;
-that parents are encouraged to be actively involved in their child's education at school;
-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.

This Parent Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, the Compensatory Education Advisory Committee, the English Learner Advisory Committee and the School Site Council/BLT.

PART I. SCHOOL PARENTAL INVOLVEMENT POLICY

Sagamore Middle School has involved the parents of participating students in the joint development and agreement of its School Parent Involvement Policy in an organized, ongoing, and timely manner:

- **Sagamore Middle School** holds monthly meetings to plan for the improvement of the Title I program.
- After annual elections are done for PTA and BLT, a review of the monthly meeting times and dates are then considered to accommodate participants' work schedules.
- The Parent Involvement Policy is distributed in the registration packets to each student or upon enrollment of all new students.
- The Parent Involvement Policy will be made available to local community agencies that request a copy.
- During the spring semester of every school year, the school will collaborate with parent groups to review and update the parent involvement policy to reflect the changes in school culture and Program improvement status.
- **Sagamore Middle School** will convene an annual meeting to inform parents of the following:
 - That their child's school participates in Title I,*
 - About the requirements and rights to be involved in Title I,*
 - About the resources provided through their school's participation in Title I,*

- **Sagamore Middle School** will provide parents of participating children with 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.
- **Sagamore Middle School** will provide opportunities for parents to make suggestions and to participate in decisions relating to their child's education (i.e. BLT meetings, PTA meetings and Parent surveys).

PART II. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

Sagamore Middle School will jointly develop and incorporate the school-parent compact as a component of its School Parental Involvement Policy:

- The parent compact is disseminated to returning students in the registration packet issued in August; and given to new students at the beginning of the school year in their enrollment packets.
- Signed compacts are collected and filed annually.

Sagamore Middle School will provide a supportive and effective learning environment with high standards of conduct for all students.

- **Sagamore Middle School** will provide student centered instruction based on New York State Standards, district curriculum, and research based methodologies to address all learning styles and modalities.
- **Sagamore Middle School** staff will maintain regular communication with parents about their student's academic progress and the school's behavior expectations; frequent progress reports are sent to parents.
- **Sagamore Middle School** will provide parents with reasonable access to staff through formal parent/teacher conferences and classroom observations, as well as, opportunities to volunteer on the school campus.

Sagamore Middle School parents will ensure that their child attends school on time every day prepared to learn and has appropriate sleep, nutrition, clothing and school supplies.

- Parents will monitor homework completion; and collaborate with teachers, counselors and school staff in decisions relating to their child's education.
- Parents will set positive behavior and attire expectations and reinforce school policies about respecting people and property.

Sagamore Middle School students will take responsibility for their learning by coming to class on time and in full disposition to learn, behave and cooperate with their teachers and peers.

- **Sagamore Middle School** students will maximize opportunities to understand the subject area material, using strategies that best support their learning style and completing and returning their assignments on time.
- **Sagamore Middle School** students will dress appropriately and behave responsibly by respecting the personal rights and property of themselves and others.

PART III. BUILDING CAPACITY FOR INVOLVEMENT

Sagamore Middle School, under the Title I mandate, is committed to building parent involvement to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities:

- **Sagamore Middle School** will provide formal parent conferences twice a year. At these meetings parents are provided with information regarding their child's progress towards proficiency in the state academic achievement standards.
- **Sagamore Middle School** will provide information on student mastery of the state content standards through course-of-study letters, and on student progress through press reports and report cards, state and local assessment results, portfolios, and work samples.
- **Sagamore Middle School** will, with the assistance of its district, provide materials and training to help parents work with their children to improve their children's academic achievement, such as Back to School Night and Orientation meetings.
- The school will, to the extent feasible and appropriate, disseminate information related to the school and parent-programs, meetings, and other activities, in an understandable format, and in a language the parents can understand.
- *All school information is sent home via student, standard mail or the school's phone master system.*

PART IV. ACCESSIBILITY

Sagamore Middle School will provide opportunities for participation by parents with limited English proficiency, parents with disabilities, Title I parents, and parents of homeless students.

This includes providing information and school reports in a format, and when possible, in a language such parents understand.