

**Title I School-Level Parental Involvement Policy**  
**Alcott Middle School**  
**2022-2023**  
**Revised 6/2022**

Alcott has developed a written Title I parental involvement policy with input from parents. It has distributed the policy to parents of Title I students through the Title I Student/Teacher/Parent Agreement. The policy describes the means for carrying out the following Title I parental involvement requirements.

**Involvement of Parents in the Title I Program**

To involve parents in the Title I program at Alcott, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. This is typically held at the annual Open House scheduled by the district or a PTA meeting.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening. Alcott has held PTA, Booster Club, and various other meetings during the school day, in the evenings, and as part of all school night events to accommodate as many schedules as possible.
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy. Parents are invited to serve on various committees.
- The school provides parents of Title I students with timely information about Title I programs. Weekly email communication is sent to parents by administration.
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet. Parent – teacher conferences are held twice per year, weekly emails disperse information regarding assessments.
- If requested by parents the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
- In addition to District scheduled conference evenings and days, core teachers, counselors, and administrators are available to parents at various times for phone calls, meetings, and interventions. Translators are made available and included as necessary.

**School-Parent Compact**

Alcott distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning

- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The Compact is distributed during the first days of school, discussed, signed, returned, and kept on file at Alcott.

### **Building Capacity for Involvement**

Alcott engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement.

To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children. Student progress can be monitored via the parent portal on Infinite Campus.
- Practice booklets are distributed, completed, and sent home in various subject areas prior to state testing.
- Email communication from sub teams and administration detail steps that parents can take to help their students achieve success in their testing endeavors.

### **Accessibility**

- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.
- Booklets have been ordered on topics to assist parents as they help their student transition into adolescence and middle school life. These items will be distributed at enrollment and/or open house nights.
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.
- Alcott has a long standing tradition of establishing relationships and open communication with parents to support student success.
- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
- Grade level counselors have libraries of materials purchased with Title 1 funds that can be loaned to parents as needs arise.
- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
- Materials are offered in English and Spanish. The school provides support for parental involvement activities requested by Title I parents.
- By maintaining frequent communication with parents and the use of surveys and parent outreach, Alcott is able to remain aware of the needs and desires of parents as they arise.
- Alcott provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory

students. Information and school reports are provided in a format and language that parents understand.

- Many materials ordered are purchased in English and Spanish, with the possibility of adding new additional languages, should the need arise. We have staff members fluent in Spanish, and available to assist at almost all times.