

Parental Involvement:

Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the right of parents to be involved.

D.A. Smith Middle School qualifies as a Title I School because we have a high percentage of free and reduced lunch students. As a Title I school, we must adhere to all federal requirements. We address academic goals in the areas of reading and mathematics. Parents are a part of the improvement planning process for our school. They collaborate with our Building Leadership Team to provide input on the School Improvement Plan. Before each school year begins, D.A. Smith Middle School holds its annual Title I Parent Orientation Meeting. Parents are notified of the meeting through notices sent home by the school office, newspaper announcements, and the school website. Topics discussed at this meeting are:

- Title I Program and participation, its' services and parents' rights
- School-Parent Compacts
- Title I Parent Information Booklet
- School Improvement Plan

All parents, students, and staff sign the Parent Compact as a commitment that we will all work together as a team to meet the needs of all of our students.

We provide numerous opportunities for parents to be involved in our school. At least two parent representatives serve on the school improvement committee and participate in the development of the plan. We have an active parent organization through our Parent Teacher Organization (PTO).

We are required to set aside 1% of our budget for parent involvement. We receive 100% of our set aside funds. Parent representatives meet with our Building Leadership Team to decide how to make the best use of our parent involvement funds. The Parents' Right to Know information is available at several locations- the Title I Parent Information Booklet, the Ozark City School System's website, the school office, the media center, and at the system's central office.

Describe: 1) How there will be a flexible number and format of parent meetings offered; 2) How parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making.); and 3) How funds allocated for parent involvement are being used in the school.

Parent meetings are offered several times per year. Parents are notified of these meetings through direct contact from the teacher and the school's website as well as reminder notes. D.A. Smith believes in involving parents in all aspects of the Title I program. Parents serve on the ACIP Committee and are participants in the development of the plan. Parents are given the opportunity to provide input regarding the plan before it is approved. A draft copy of the parent involvement section is distributed to parents and a letter accompanies this document explaining its contents and requesting feedback from parents. Each year, the Continuous Improvement Plan, including the Parental Involvement Plan, is reviewed and evaluated. Results of parent surveys are reviewed by the parent representatives and the entire ACIP committee in determining needed changes. The funds allocated for parental involvement are being used to purchase resources for parent engagement nights that are held first and second semester. A portion of the Title I funds is also being used to provide substitutes for teachers to conduct parent/teacher conferences.

Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children.

Report cards are sent home each 9 weeks and progress reports are sent home each four and a half week period. If teachers determine students are struggling academically before the report cards are sent home, they will contact parents regarding a referral process to the Problem Solving Team (a part of the Response to Instruction RTI approach). Teachers will discuss with parents via phone or conference the areas where students are experiencing difficulty. They will offer suggestions as to how to help at home. Results from state assessments are sent home to parents in parent friendly terminology. If parents have questions about assessment results, the school counselor, administration, or the instructional coach will explain. Homework is often sent home and parents are given opportunities to receive communication through Remind 101 where text messages are sent to parents to provide updates regarding homework assignments. Appropriate accommodations for eligible students on the state assessments are utilized.

When necessary, parent communications are translated into other languages using the TransAct program. If necessary, translators are used to assist with communicating with parents that speak little or no English.

Parent Conferences are held each October after the first grading period report card is distributed usually at the teacher's request. Parents may also request a conference with the classroom teacher at any time throughout the school year if they have a concern or problem.

Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated).

D.A. Smith Middle School Parent Compact is in compliance with the federal guidelines. The compact was developed through a coordinated effort by school staff members and the district federal programs coordinator. All parents were given a copy of the compact at the Parent Orientation Meeting at the beginning of the school year. The compact was explained to parents and they were asked to sign the compact signifying their commitment in working in partnership with the school and their child in ensuring their child is successful in school. The students and teachers also sign the compacts. When new students enroll, the compact is explained to parents and they are asked to sign it as well as the new student.

Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan.

Each year, the ACIP Committee reviews, evaluates and revises its Continuous Improvement Plan. There are four parents on the Committee who represent all of the parents of the school. Parents will be sent a notice that the plan is under review and that they have the right to give input regarding the revision of the plan. When parents are given a copy of the Continuous Improvement Plan, they are told that if they have any grievances at any time, they should contact the school principal. If they are not satisfied with the results, they can make an appointment with the federal projects director. If they are still not satisfied, the next step is to go to the superintendent and the school board. The final level is the federal programs director at the State Department of Education.

Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See NCLB Section 1118, requirements for building capacity in parental involvement.)

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

- (1) Shall provide training for parents of participating children in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I, and how to monitor their child's progress and work with teachers to improve the achievement of their children. (Describe)*

D.A. Smith will accomplish much of this at its annual Title I Parent Orientation Meeting held at the beginning of the school year. The school holds several parent meetings throughout the year such as counselor meetings “Lunch and Learn”, Open House, and other special parent nights. The counselor meetings are offered at lunch and during the day. During the Lunch and Learn sessions, counselors provide parents with an overview of the curriculum and assessments used to guide instruction at the school. In addition, discussion on other important topics are addressed. Each Lunch and Learn workshop involves parents learning more about the curriculum and other important topics as it progresses through the school year. The Lunch and Learn meetings are held at the beginning of school year, mid-year, and the end of the year.

(2) Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. (Describe)

D.A. Smith Middle School’s ACIP is focused on improving student achievement in Math and Reading and closing the achievement gap between the general education and special education subgroups. To help parents help their students achieve to a proficient level, a math night and other academic nights are hosted by the school for parents to give them a deeper understanding of the material that is presented to their students daily. In addition, parents are presented with resources to help their students improve their academic performance. Teachers encourage parents to access websites that are instrumental in helping students understand content. Some resource includes, Khan Academy, Learn Zillion, Engage New York, and other helpful websites. Teachers also post videos, notes, and other helpful information on their webpage where parents and students can gain access for additional help. The school’s website is updated weekly to keep parents informed to include links to various academic resources.

(3) Shall educate teachers, office personnel, and other school staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (Describe)

D.A. Smith will continue to work with its teachers through in-services, faculty meetings, data meetings, and planning meetings in understanding the importance of parental involvement and that parents are our partners. We encourage parents to volunteer through our Parent Teacher Organization (PTO), Parents in Schools (PINS) and encouraging parents to work with various clubs and organization to include athletic booster clubs. Parents who wish to volunteer, but cannot attend during the day, have requested that materials be sent home for them to prepare for the teachers. They do such things as run copies, cut out laminating, plant shrubs and help beautify the school campus, etc. We pride ourselves in using our parents as much as possible.

(4) Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (Describe)

D.A. Smith coordinates its parent involvement for all parents. We also partner with the Boys and Girls Club on various activities. We also refer parents to various local agencies such as the Bridges Counseling, Family Guidance Center, SpectraCare, Vision Care, etc. if they need assistance.

(5) Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (Describe)

At the present time, D.A. Smith Middle School has 3 identified ELL students. If needed, information on all meetings, parent notices, etc. will be sent home in another language. All documents can be translated into other languages through the TransAct program. If necessary, translators are used to communicate to parents who speak little or no English.

(6) Shall provide such other reasonable support for parental involvement activities as parents may request. (Describe)

D.A. Smith makes every effort to work with parents in meeting their requests as related to their involvement in their children's education. Parents are told at the initial Title I Parent Orientation Meeting that our door is always open for them to express any concerns they may have regarding their children's education. If scheduled events do not work for any parent/s, we will meet with the parent/s to discuss the information presented at the workshops/meetings.

Teachers also schedule conferences with parents during their planning times or phone parents to discuss areas in which they can help at home. We also provide morning and evening times to meet with parents. Parents are encouraged to visit the school to observe their child's classes. During the school year, formal conferences are offered after each grading period, and earlier if needed

Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand.

D.A. Smith Middle School, to the extent practicable, provided opportunities for the participation of parents with limited English proficiency and parents with disabilities. All parents fill out a home language survey (on middle school registration form) when registering for school. Our school system has an ELL instructor that meets daily with identified students in a small group or individually. We use the immersion model in the classroom as well as the English in a Flash computer program. We participate in the TransAct program and translators are used when necessary. All public meetings are held in venues that are totally handicapped accessible.