

## **Jackson Careers and Technology Middle School Level Parent Involvement Plan**

**2017-2018**

Jackson Careers and Technology Middle School have a written parent involvement policy/plan based upon the requirements of Title I. The plan meets the district requirements as outlined in the Jackson-Madison County Family Engagement Policy. Recognizing the responsibility shared by the school and family, Jackson Careers and Technology Middle School is committed to involving families in the development of a parent involvement plan. The written plan, including the development of a family compact, outlines the expectations and provisions needed to support families, school, and community.

***Standard 1: Welcoming all families into the school community – Families are active participants in the life of the school, and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class and school.***

- *JCT will host an annual meeting of each school year to inform parents of its status and requirements, the family involvement plan and parents' right to be involved in the school.*
- *An open house will be held each fall for incoming students/parents.*
- *Parents will be invited to attend school functions such as parent workshops, fine arts programs, etc. scheduled before, during, and after the school day.*
- *District and school staff members will present themselves in a friendly, respectful, and helpful manner, will be accessible to parents, and will welcome parents as volunteers and observers.*
- *Professional development will be provided to all staff members on the value and usefulness of parent contributions, improved communication techniques and the coordination and implementation of parent programs.*
- *Community outreach to solicit parent engagement summer of 2015.*
- *Encourage strong participation in JMCSS.*

***Standard 2: Communicating effectively – Families and school staff engages in regular, meaningful communication about student learning.***

- *Parents are notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand.*
- *A copy of a written school level family involvement plan will be sent home to parents annually and will be available as a link on the district website for the local community and updated periodically to meet the changing needs of parents and the school. Translation of the document will be provided to ELL families upon request.*

- *Student progress assessments and curriculum information will be made available through written and verbal communications.*
- *Principal monthly newsletter on academics and social events at school.*
- *Teachers will communicate with parents through student agenda, phone calls, email, online software, whichever is most durable for the parent.*

***Standard 3: Supporting student success – Families and staff continuously work together to support students’ learning and healthy development both at home and at school, and have regular opportunities to strengthen their knowledge and skills to do so effectively.***

- *Assistance is provided to parents in understanding topics such as state’s academic content standards, state student academic achievement standards, state and local academic assessments, how to monitor a child’s progress and work with educators to improve student achievement.*
- *A link to the Tennessee State Department of Education from the state website will allow parents to view the state curriculum for each grade and subject and the aligned curriculum will be available for viewing at the school site. <http://www.tn.gov/education/>*
- *Parents will be notified of scheduled parent conference, parent meetings and workshops in a timely manner with reminder notices prior to the meeting time.*
- *A telephone notification system informs parents of important information concerning students, as well as the office communicator system provided by the district.*
- *Parents will be notified by the attendance department or the school of frequent absences to meet attendance goals.*
- *Title I funds will be used to provide parent information sessions to help parents monitor student progress and how to work with educators to improve student achievement.*
- *Parental involvement strategies are coordinated and integrated as applicable to the school.*

***Standard 4: Speaking up for every child – Families are informed and enabled to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunities that will support their success.***

- *As a component of the school level parental involvement policy/plan, the parent-school compact, jointly developed with parents, describes how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and how the school and parents will build a partnership to help children achieve the state’s high standards.*

- *The compact describes the school's responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment to meet the state's student academic achievement standards.*
- *The compact describes the ways parents will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television watching; volunteering in their child's classroom, and participating as appropriate, in decisions relating to their children's education, and positive use of extracurricular time.*
- *The compact addresses the importance of communication between teachers and parents on an ongoing basis. At minimum, the compact has been discussed with parents at parent/teacher conferences, frequent reports have been provided to parents on their children's progress, and parents have reasonable access to staff, opportunities to volunteer and participate in their child's class and to observe classroom activities.*
- *Parents with limited English proficiency, disabilities and migrants will be provided informational materials in an understandable format and language to the extent practicable.*
- *Services may be provided to assist parents/guardians to improve parent participation and to formulate suggestions in decisions relating to the education of their children, per parent request.*
- *The school site-based team will review the School-Parent Compact annually and seek input from parents, teachers, and students.*

***Standard 5: Sharing power – Families and school staff are equal partners with equal representation in decisions that affect students and families and together inform, influence, and create policies, practices, and programs.***

- *Parents and staff members will have an opportunity to provide input through school level surveys and district parent surveys which are available on the school system's website.*
- *The plan will remain available for review at the school site and will be updated annually to meet the changing needs of parents and the school.*
- *Comments by parents of students concerning dissatisfaction with School Parent Involvement Plan will be collected, reviewed, and included in revisions of the plan.*
- *Parents will have an opportunity to discuss and provide input through the Site-Based Committee and the committees for formulating the School Improvement Plan.*

***Standard 6: Collaborating with community – Families and school staff work together with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.***

- *Staff members and parents recognize the importance of building a partnership between the school, families, and the community to improve student academic achievement through training, information, and coordination of activities.*
- *The School-Parent Compact and information concerning family involvement programs will be made available to parents/guardians and the community at the school site and on the school system's website.*
- *Opportunities will be provided to promote school-home communication and opportunities to volunteer and collaborate with the community.*
- *Sign-in sheets will be used to document attendance and participation.*