

## Beer Middle School Parent Involvement Plan and Calendar - 2015-2016

Beer Middle School shall:

1. Assist parents in understanding the State's content standards and assessments and how to monitor their child's progress by (1118 E 1):
  - a. Holding an Open House during which each classroom teacher addresses curriculum standards, tools for student success, and ways in which parents can academically support their child throughout the year. (1118 C 4)
  - b. Providing on-line access, training, and support to parents regarding the use of Parent Portal, the parent web-view of their student's grades and academic progress.
  - c. Inviting parents to two formal parent-teacher conferences each year. One conference shall be held in the fall, the second in the spring. Student's academic progress will be shared with parents at these conferences.
  - d. Make information about homework available through written communication and Beer's website, "Homework Hotline."
2. Provide materials and training to help parents work with their children by (1118 E 2):
  - a. Schedule PIE (Parent Involvement Event) Nights regularly throughout the school year. Each event will contain strategies for parents to use in order to support learning at home. Some examples include: Organization and Study Strategies Night, Literacy Strategies Night, Mathematics Strategies Night, Technology Resources Night, and other topics as requested by parents.
  - b. Maintain Parent Institute brochures in the main office with information and tips for parents, while maintaining these electronically on the school's website as well.
  - c. Sharing with parents the on-line curriculum resources their children can access from home, and training on how to use those on-line curriculum resources.
3. Train staff to build effective parent involvement by (1118 E 3):
  - a. Providing staff with information and tips regarding what to discuss and how to discuss necessary items with parents during parent teacher conferences and open houses.
  - b. Training staff on the use, and support of the use, of available parent resources (Parent Portal, on-line curriculum resources, etc.).
  - c. Supporting opportunities for staff to attend training on the six keys present in Joyce Epstein's Parent, and Community Partnerships research. This training will be further shared and extended with the entire staff during PLC time, and after school professional development sessions.
4. Collaborate with other programs to coordinate parent involvement by (1118 E 4):
  - a. Partnering with other school wide buildings within the district to increase resource efficiencies and to provide parents with increased access to a greater variety of parent programs.
  - b. Supporting Blessings in a Backpack, Kids Against Hunger, Warren Goodfellows, and Forgotten Harvest programs to increase the reach of community programs.
  - c. Support the City of Warren Volunteers of the Year Program to bring greater focus to the value of volunteerism in the school and community.
5. Provide information in a format and language that parents can understand and provide full opportunities for participation of parents with Limited English Proficiency or with disabilities and for parents of migratory children by (1118 E 5, 1118 F):
  - a. Posting welcome and general information posters in multiple languages.
  - b. Providing access to translators to assist parents who speak other languages.
  - c. Providing access to, and utilize, Language-Line, a telephone interpretation service.
  - d. Maintaining Google Translate flags on the school's website to translate all information posted on the website.
  - e. Maintaining handicapped accessible buildings.
  - f. Supporting access to, and coordination of, transportation, and other support services, with the district's homeless liaison office, providing opportunities for all parents to participate in school activities.

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6. Provide other reasonable support for parent involvement as parents may request by (1118 C 4 and E 14):
  - a. Maintaining open lines of communication via the web, the phone system, newsletters, and reaching out at community events.
  - b. Regularly surveying parents regarding their needs.
7. Involve parents in both school wide program design, implementation, and evaluation; as well as design, implementation, and evaluation of parent involvement plan and activities by:
  - a. Convening a beginning of the year meeting, at several dates/times, to inform parents of Beer's Title I programs/services, parent involvement plan, Parent Involvement Events (PIE) schedule, Booster Club meeting dates, and volunteering opportunities (implementation). (1118 C 1, 2, 4, D 2)
  - b. Including the parent-teacher-student compact in the August registration packet. This information will be reviewed during the Open House (implementation).
  - c. Including parent involvement information in each edition of the school newsletter, and posted on the website (implementation). (1118 C 4)
  - d. Conducting an annual survey to gather perceptions of parents about the school, the programs, and the parent involvement plan (evaluation, design).
  - e. Including parents on the School Improvement Team, and meeting with them several times throughout the year. These meetings shall include updates for parents regarding implementation of plan initiatives throughout the year (implementation). SIT meetings towards the middle and end of the year will include review of achievement data, results obtained from the current year's strategies (evaluation), and the selection of strategies/activities for the next year (design). (1118 C 3)
  - f. Convening, at several dates/times, a planning and evaluation meeting to which all parents are invited. These meetings will include will include a review of achievement data, results obtained from the current year's strategies (evaluation), and the selection of strategies/activities for the next year (design). At that time, parents finding the plan not satisfactory can make comments to be documented. (1118 B 1, 4, C 3, 5)
  - g. Providing opportunities and suggestions for parents to volunteer throughout the year in order to support both student and parent program implementation. (1118 D 2)
  - h. Planning PIE Night topics/activities based upon parent feedback and surveys (design), and surveying parents at the conclusion of each PIE Night (evaluation and design).

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TIMELINE	ACTIVITY	NCLB Section 1118	Epstein's Key "Type"
AUGUST	Post Annual Education Review at Website	n/a	Type 2
	Send "Welcome Back" Newsletter	n/a	Type 2
	Send home Parent/ School/Student Compact for review	(d)(1)	Type 1
	M-STEP Parent letters sent home	(d)(2)(e)(1)	Type 2
SEPTEMBER	Host Open House	(e)(1)	Type 2
	<ul style="list-style-type: none"> <li>Meet the Teacher/Curriculum Night</li> </ul>	(c)(4)	
	Host Parent Involvement Title I Meetings	(e)(1)	Type 2
	<ul style="list-style-type: none"> <li>Share previous year's student achievement</li> <li>Review Parent Portal Access; Website Resources</li> </ul>	(c)(1)(c)(2)	
	Curriculum Updates done monthly through newsletter	(d)(2)	
	Booster Club Meeting	(e)(1)	Type 2
OCTOBER	Kids Against Hunger	n/a	Type 5
	Progress Reports sent home; Iowa Reports sent home	(e)(4)	Type 6
	Red Ribbon Week (Drug Awareness/Education)	(d)(2)(e)(1)	Type 2
	Fall/Holiday Celebration	n/a	Type 6
	Blessings in a Backpack Event (distributed throughout year)	n/a	Type 3
	Booster Club Meeting	(c)(4)	Type 6
	PIE (Parent Involvement Event) subject TBD	n/a	Type 5
School Improvement	(e)(2)	Type 4	
NOVEMBER		(c)(3)(c)(4)	Type 5
	Staff Meeting/Training: Joyce Epstein Parent Involvement Model	(e)(3)	Type 1
	Parent Teacher Conferences	(e)(1)	Type 2
DECEMBER	<ul style="list-style-type: none"> <li>Report cards distributed at PTC</li> <li>Review Parent Compact at individual conferences</li> </ul>		
	Progress Reports sent home	(d)(2)(e)(1)	Type 2
	Holiday Celebrations	n/a	Type 3
	Booster Meeting	n/a	Type 5
	PIE (Parent Involvement Event) subject TBD	(e)(2)	Type 4
JANUARY	School Improvement	(c)(3)(c)(4)	Type 5
	Parent Involvement Survey	(c)(3)	Type 5
FEBRUARY	Booster Club Meeting	n/a	Type 5
	Booster Club Meeting: Review Parent Involvement Policy	(c)(3)	Type 5
	PIE (Parent Involvement Event) subject TBD	(e)(2)	Type 4
MARCH	School Improvement	(c)(3)(c)(4)	Type 5
	Parent Teacher Conferences	(d)(2)(e)(1)	Type 2
APRIL	<ul style="list-style-type: none"> <li>Progress Reports distributed at Parent Teacher Conf.</li> </ul>		
	Booster Club Meeting	n/a	Type 5
	Booster Meeting	n/a	Type 5
	PIE (Parent Involvement Event) subject TBD	(e)(2)	Type 4
MAY	Grade 5 Parent Orientation Meeting	n/a	Type 2
	School Improvement	(c)(3)(c)(4)	Type 5
	Title I Planning and Evaluation Meeting	(c)(3)	Type 5
JUNE	Warren Volunteer of the Year Recognition	(e)(4)	Type 6
	Spring Band Concert	n/a	Type 3
	Report Cards mailed home	(d)(2)(e)(1)	Type 2
JUNE	End of Year Celebrations	n/a	Type 3
	PIE (Parent Involvement Event) subject TBD	(e)(2)	Type 4