Title I Parent Involvement School Plan

2018-2019

Tabor City Middle School

Parental Involvement, Section 1118 of NCLB

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| **Title I Requirement** | **Evidence of Compliance** | **Participants** | **Activities/Strategies**  |  **Time/Date** |
| 1. **Shall jointly develop** with and distribute to, parents of participating children a school written parental involvement policy. Sec. 1118(b)(1)  | * Copy of Title I Parental Involvement Policy
* Sign-in Sheets for Open House
 | * SIT Members
* Parents
* Teachers
 | * Policy prepared and shared with SIT members and teachers.
* Policy adopted
* Open House
* Copies sent to all parents
* Link to plan on website
 | * August 16, 2018
* August 23, 2018
 |
| 2. **Shall convene an annual** meeting to explain requirements and rights of parents to be involved.Sec. 1118(c)(1) | * Meeting Agenda
* Sign-in sheets
* Minutes of meeting
 | * Faculty and staff
* Parents and/or guardians (Stakeholders)
 | * Title I Program presented to stakeholders.
* Minutes recorded
* Date/time publicized
 | * August 23, 2018
 |
| 3. **Shall offer** a flexible number of meetings…and may provide transportation, childcare or home visits with funds for parental involvement. Sec. 1118(c)(2)  | * School records
* Teacher documented conferences
* Parent contact logs
* Open houses
* Migrant/ESL documentation
 | * School administration
* Teachers
* Parents
 | * Teacher documented conferences
* Open house
* Title I Presentation
* Awards recognition program held at the end of each grading period with parents invited to attend.
 | * August 2018-June 2019
 |
| 4. **Shall involve** parents in the planning, review and evaluating and improvement of programs. (School Improvement) Sec. 1118(c)(3) | * TCMS Improvement Plan
* Title I Schoolwide Plan
* SIT meetings and agendas
* Parent Advisory Council
 | * SIT members
* Faculty and staff
* Parent representatives
* Central Office Planning team
* Parent Advisory Council
 | * Parents serve on SIT to revise/update plan.
* Plan shared with Central Office Planning Team/Board members
* Plan shared with all stakeholders
 | * November 5, 2018 (presented plan to board)
* Ongoing throughout the year.
 |

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| **Title I Requirement** | **Evidence of Compliance** | **Participants** | **Activities/Strategies** | **Time/Date** |
| 5. **Shall provide** parents timely information about school programs; description and explanation of curriculum and parent conferences if requested.Sec.1118(c)(4)(A-C) | * Title I Meeting
* Open House
* Student Handbooks
* School Messenger Phone System
* School website
* Facebook
* School memos
* Parent Conferences/Logs
 | * Faculty and staff
* School administration
* Stakeholders
* Community members
 | * Facebook page
* Title I meeting
* School and teacher websites
* Open house
 | * Ongoing throughout the year.
 |
| 6. **Shall submit to LEA** any unsatisfactory comments from parents regarding the schoolwide program (have a process in place.) Sec. 1118(c)(5) | * Open House agenda
* Title I meeting agenda
* Advisory Council Agendas
 | * Faculty and staff
* School administration
* Stakeholders
* SIT
 | * Encourage parents to make suggestions and to give input to the school wide programs and plans.
* Keep open lines of communication with admin., parents and teachers.
* Respond promptly and positively to parent concerns.
 | * Ongoing throughout the year.
 |
| 7. **Shall jointly develop, distribute and discuss** school-parent compact forms annually (see requirements) Sec. 1118(d)(1,2)(A-C) | * Copies of signed compact/contract on file
* Meeting agendas
* SIT approval
 | * School Administration
* Teachers
* Stakeholders
* SIT members
 | * Copy of compact/contract reviewed and signed by all stakeholders
* Filed copies of signed compacts
 | * Ongoing throughout the year.
 |
| 8. **Shall provide** assistance to parents in understanding such topics as Common Core, EOG and local assessments. Sec. 1118(e)(1) | * Documentation of parent/teacher conferences
* School/district web pages/Facebook
* Interim reports
* Report Cards
* School memos
 | * School administration
* Faculty and staff
* Stakeholders
 | * Plan and hold parent/teacher conferences
* Open lines of communication among stakeholders
* Advertise and use NC Power School Parent Portal
* Send home interim reports and report cards to be signed and returned
 | * Ongoing throughout the year.
 |
| 9. **Shall provide** materials and training to help parents to work with their children at home. Sec. 1118(e)(2)  | * Home/school communications
* Teacher contact logs
* School/teacher web pages
 | * School administration
* Faculty and staff
* Stakeholders
 | * Website resources
* Teacher/parent communications
* Exact Path for all students (computer based)
* Khan Academy website resources
* CommonLit website resources
 | * Ongoing throughout the year.
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Parental Involvement, Section 1118 of NCLB **Required Components**

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| **Title I Requirement** | **Evidence of Compliance** | **Participants** | **Activities/Strategies** | **Time/Date** |
| 10. **Shall provide** training for teachers, staff, and principals on how to work together in a joint effort to reach out, communicate with and work with parents as equal partners. Sec. 1118(e)(3) | * County-wide professional development sessions/agendas
* PLC agendas
 | * School administration
* Teachers
* Central Office Personnel
 | * Professional Development (county-wide and school-wide)
 | * Ongoing throughout the year.
 |
| 11. **Shall coordinate and integrate** parent involvement programs activities with pre-school programs (see list) and conduct other activities such as parent resource centers… Sec. 1118(e)(4) | * Open House agenda
* SIT Plan
* Title I Parent Involvement School Plan
 | * School administration
* Faculty and staff
* Stakeholders
 | * Open House
* Title I Plan Night
* Computer made available at school to use for parent portal if needed by parents
 | * Ongoing throughout the year.
 |
| 12. **Shall ensure** that information related to school and parent programs, meetings and other activities is sent to parents in a format, and language the parents can understand. Sec. 1118(3)(5) | * Copies of parent information sent home in English and Spanish
 | * School administration
* Teachers
* ESL Translator
 | * Informational letters send home in both English and Spanish as needed
* School Messenger
* Facebook
 | * Ongoing throughout school year.
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| **Title I Requirement** | **Evidence of Compliance** | **Participants** | **Activities/Strategies** | **Time/Date** |
| 13. **Shall provide** such other reasonable support for parental involvement activities under this section as parents may request. (Process) Sec. 1118(e)(14)  | * Classroom accommodations notes
* Parent-Teacher-Guidance-Administration conference notes
* PBIS notes
* Parent Advisory Council minutes
* Teacher and Administration contact logs
 | * School administration
* Teachers
* Stakeholders
 | * Commit to open lines of communication between stakeholders
* Prepare and utilize student accommodations in the classrooms.
* Utilize Behavior Modification Plans when necessary
* Publicize availability of programs such as Kahn Academy, Google Classroom, Exact Path, and CommonLit for home use
 | * Ongoing throughout the year.
 |