



Columbia Middle School
3001 Columbia Drive
Decatur, Georgia 30034
678-875-0502

FY18 School Parental Involvement Policy
Revised: August 29, 2017

In support of strengthening student academic achievement, **Columbia Middle School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents of participating children a written parental involvement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Columbia Middle School** agrees to implement the following requirements as outlined by Section 1118:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent involvement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parental involvement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- ****Include parental involvement correspondence and parental involvement plan:** (1) if students are being educated at LEA schools, the LEA schools' parental involvement plan will include a statement that the residential facilities in its school's attendance area are included in the parental involvement correspondence and activities. (Statement should be included in Component 4) (2) If students are being educated at an N or D facility, then the facility will develop/provide a parental involvement plan, correspondence, and activities to the extent feasible.
- If the school wide program plan under Section 1114(b) (2) of the ESEA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1118 of the ESEA



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DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOLWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

JOINTLY DEVELOPED

Columbia Middle School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible. During every parent involvement meeting parents will be informed of budgeting updates and changes to any plans as necessary.

ANNUAL TITLE I MEETING

Columbia Middle School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parental involvement policy, the school wide plan, and the school-parent compact. The annual meeting will take place in October 2017. Parents will receive an invitation via calling post, Remind, Facebook, Twitter, flyers, website, marquee, and email blast.

SCHOOL-PARENT COMPACT

Columbia Middle School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's middle school standards.

- During the September 6 meeting parents, teachers, and students will have the opportunity to provide feedback of the School-Parent Compact.
- The compact will be available to all parents at any time of the year on the school website.
- We will distribute the compact to every student once a year and again to every parents who attends and parent meeting at the school.

RESERVATION OF FUNDS

Columbia Middle School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent by:

- Parents will participate in the creation of the Title I Parental Involvement set aside during the Annual Title I meeting.
- A copy of the budget will be available in the main office and will be distributed to parents at the Title I budget meetings and CSIP review meetings.

COORDINATION OF SERVICES



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Columbia Middle School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with our parent liaison and other outside resources that encourage and support parents in more fully participating in the education of their children by:

- Partnering with the school social worker to increase parent, student and families support.

BUILDING CAPACITY OF SCHOOL STAFF

Columbia Middle School will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate, and work with parents as equal partners, in the value and utility of contributions of parents and in how to implement and coordinate parent programs and build ties between parents and the school by:

- Teachers and staff will participate in relationship building activities and training
- Teachers and staff will receive training from the school social worker on how to handle student concerns that may lead to social worker referrals.
- Teachers and staff will hold parent conferences as needed and following each 4.5 weeks progress report.
- Teachers will conduct data talks with students.

Columbia Middle School will provide other reasonable support for parental involvement activities under Section 1118 as parents may request by:

- Providing support through the Regional Parent Facilitators within practical means.
- Provide resources to help parents help their children academically.

Columbia Middle School will recognize that parents are their children's primary teacher and their support is critical in our efforts to provide a quality education. We seek to effectively utilize Title 1 funding and solicit feedback from our stakeholders. Therefore, we implement the following activities:

- Staff receives information on Title I eligibility requirements, fund allotment, and spending guidelines. The staff is informed of the Consolidated School Improvement Plan, and plans for parental involvement.
- Parents receive information on Title I eligibility requirements, fund allotment, and spending guidelines. The parents are informed of the School Improvement Plan and Flexible Learning Plan (FLP) and services. Parents also receive information on school academic achievement data and "highly qualified."

COMMUNICATING WITH PARENTS

Columbia Middle School uses the following communication methods to provide parents with timely information about programs and the academic progress of students:

- These conferences provide parents with information about students' academic performance and social behaviors.
- This is a computer generated telecommunications phone call that contacts the homes of all students. The calls will be used to provide information on upcoming events and activities.
- The school will communicate with parents using the 500-plus emails that are generated through the Infinite Campus system. The calls will be used to provide information on upcoming events and activities.
- The school will send text alerts to parents' cell phones to notify them of important information and meetings that will take place at the school.
- Activities and information are advertised on the school's marquee.



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- The school will mail home pertinent information to parents to notify them about upcoming events and activities.
- The parental involvement policy will be made available to parents via the school website and a copies will be available in the Columbia Middle School Parents Resources Room.

COMMUNICATIONS

Columbia Middle School will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings such as meetings in the morning or evening as such services relate to parental involvement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

Columbia Middle School provides parents and stakeholders the opportunity to make suggestions and provide ideas regarding the Title I Budget School wide plan, CSIP and FLP plan at the Title I meeting. Parents are also invited to provide input, ideas and suggestion at the district wide meeting regarding the CLIP and district wide parent policy, at a meeting provide by OFP office of Federal Programs annually. An invitation is forwarded to our schools from that office. Parents are invited to the annually meeting curriculum night as well.



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DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT - POLICY COMPONENTS

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide necessary literacy training for parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
- Pay reasonable and necessary expenses associated with parental involvement activities to enable parents to participate in school-related meetings and training sessions.
- Train parents to enhance the involvement of other parents.
- To maximize parental involvement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.**
 - **Columbia Middle School will offer trainings and workshops during the school day and after school to meet the range of meeting availabilities that parents gave on their stakeholder input surveys.**
- Adopt and implement model approaches to improving parental involvement**
 - **Columbia Middle School will utilize digital platforms including its Facebook and Twitter pages, school emails, and Remind application to engage in 2-way communication with parents.**
 - **Parents will be able to respond directly to the school about upcoming events and to ask questions or provide suggestions for any operational or instructional matters.**
 - **The school will use digital program and electronic communication primarily to share information with parents and keep them engaged with events and programs offered by the school.**
- Establish a school wide Parent Advisory Council to provide advice on all matters related to parental involvement in Title I, Part A programs.**
 - **Columbia Middle School will create a Parent Advisory Council including members of the PTSA and School Council to provide suggestions about fiscal spending and programs designed to meet the needs of parents and students.**
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.