

West Jackson Middle School
Parent Involvement Policy
2011-2012

Annual Meeting: All parents invited and information is shared regarding school's participation under Title I.

- Curriculum Night

Offer meetings using a flexible schedule.

- Parent conferences at the beginning of the year during school day and evenings. (September)
- Student-led conferences for a week during the day and evening (November, February)

Involve parents in the planning, review, and improvement of programs under Title I, school-improvement plan and parental involvement plan.

- Local School Advisory Council
- PTO
- Parent Steering Committee developed framework for our parent involvement program in 08-09. PTO officers and chairs continue to meet each year to review.

Provide parents of participating students relevant information.

- Title I teachers meet parents each year during curriculum night to share overview of support offered.
- PLP meetings are held weekly and later monthly. Parents are included in these meetings to discuss any changes in students' level of support offered through Title I and appropriate placement for their child.
- School curriculum and indicators of achievement are provided through our school website.
- A discussion board is available to parents on the PTO website. Topics are posted, but this is an open board allowing for comments and suggestions from parents.

School-parent compact

- This is located in the student agenda. Homeroom teachers discuss this with students and teacher, student and parent sign.

Describe the school's responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment.

WJMS is committed to

- providing a safe environment for students to grow, develop, and learn.
- providing diverse and rigorous lessons and activities that promote student engagement.
- teacher / parent collaboration and cooperation.
- technology integration for teachers and students.
- building relationships among students, teachers, parents, and our community.

Describe the parent's responsibility for supporting their child's learning.

West Jackson Middle School's parent involvement program strives to develop a seamless bond between parents, teachers and community leaders, where we work together to meet the needs of our students, families and our community. We believe a partnership between parents, teachers and community leaders can only enhance the education of our young people. We accomplish this through a number of opportunities such as,

- Media Center Helpers
- Parents and community members serve on "judging panels" for project-based presentations
- Title I students and parents participate in the Student Leadership Conference held at area Universities.
- Academic progress is communicated on a regular basis through the Infinite Campus Parent Portal.
- Teachers use a class website to share information on class assignments, homework and work samples for parents.

Provide assistance, materials and training to parents.

- Curriculum letters with class expectations and standards are provided for parents during Curriculum Night..
- Technical support is available during parent conferences to help parents access student grades and other curricular information available through Infinite Campus and our school website.
- Training provided for access of textbooks online.
- Training provided for home support programs such as Study Island and other websites.
- Parent University classes offered at night on use of internet resources, online textbooks and internet/cell phone safety.

Staff is educated in the value of strong partnerships with parents; parent involvement programs are integrated with other school programs, and communication to parents is sent in an easy to understand format. Other language papers are used where necessary.

- Parent/Community Coordinator works with staff, parents and community leaders throughout the year to educate on the value of partnerships and encourage involvement.
- Coordinator plans parent programs in and around school functions, facilitate parent volunteer programs within the school and parent support of after school activities.
- Translators, multiple language memos and multiple forms of communication are used to clearly communicate to our varied population.

Communication between school and parents is critical and addressed in a number of ways.

- Parent Portal provides online access to student grades, lunch account, attendance as well as memos from the school or the child's individual teachers.
- Many teachers maintain a class website giving parents access to assignment information, testing /project due dates, student portfolios and other messages from the teacher.
- Automated phone tree is utilized by the PTO to keep parents informed.
- School website as well as PTO website provides calendar information, links to relevant sites and updated announcements.
- Parent volunteer email grouping for all parents expressing an interest in volunteer work at the school facilitates a timely notification when parents are needed.
- Emails and phone calls occur frequently between teachers and parents.
- Flyers are sent home to inform parents on PTO meeting dates and other important activities.
- Marquee in the front of the school is used to post messages to parents.
- A communication link is provided on the school website for anonymous communication between parents or students and the school.