

Rationale for Policy

The purpose of this document is to fulfill requirements under the No Child Left Behind law concerning the role of parents in the education of their children. This document is required to be maintained and published by the district to meet compliance standards for both state and federal funding.

This document has been prepared by the Federal Programs Director working with administration, staff, and parents.

The district wishes to thank the paraprofessionals who served as survey takers for the parent input of this program. The survey may be accessed at the end of this document. You are welcomed to fill it out and mail it to the district office or bring it by the offices between 8:00-4:00 Monday through Friday.

Address:

Glenna S. Applewhite, Assistant Superintendent
MWP-ISD
601 S. Betty
Monahans, TX
79756

Questions may be addressed to the Office of the Federal Programs, MWP-ISD District offices at 606 South Betty Avenue from 8:00-4:00 daily or by phone at 432-943-6711.

Respectfully yours:

Glenna S. Applewhite
Assistant Superintendent
Director of Federal Programs
MWP-IS

**Monahans-Wickett-Pyote Independent School District
Parent Involvement Policy
Meeting and Exceeding the Requirements for Federal
Programs-Title 1**

Building Capacity for Strong Parental Involvement

MWP-ISD seeks parent input in creating, funding, and participating in parent involvement policy development. Each campus serves as a guide and a resource for parent questions and participation. District support for parental involvement will be achieved in any combination of the following ways:

- Title 1 and other federal program, meetings at each campus
- Participation of parents in the District Improvement Committee processes
- Participation of parents in the Campus Improvement Committee processes
- Participation of parents in the writing, signing, and revising of the School-Parent-Student Compact
- Evaluation processes for each program
- District open-door policy to administration for parent in-put
- Cross program coordination including Special Education, Education through the Americans with Disabilities Act, Bilingual/ESL Education and Gifted and Talented Education, vocational education, and compensatory education
- Collaboration with Head Start
- Website information
- Public meetings for Accountability

What is the Federal Program -Title 1?

Title 1 is a federally-funded program designed to provide a high-quality education that will enable all children to meet the state's student performance standard. The goal of the Monahans-Wickett-Pyote Independent School District is to meet or exceed every requirement presented by local policy, state education code, and federal law. Title 1 is a part of an encompassing federal law that was most recently renewed in the

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2002 Congressional year. This entitlement program provides for supplemental instruction in reading, math, science, and social studies in order to address meeting the academic, social, physical, and emotional needs of homeless, struggling, and economically disadvantaged students. These programs use effective, research driven practices, methods, and instruction to help students succeed every day.

A school is selected as a Title 1 school on the basis of the number of students within its boundaries who are eligible for free or reduced-price meals. The MWP-ISD operates under the rules established as a Schoolwide Program. The Schoolwide Program is designed to free federal funding from some regulations allowing for a campus to combine all federal funding to assist every student at that campus. The Schoolwide Program across the nation requires that schools meet a variety of goals yearly including program planning and evaluation requirements known as Adequate Yearly Progress measured by state-mandated testing.

What is the purpose of the MWP-ISD Title 1 program?

MWP-ISD is dedicated to providing a quality education for every student. The school district has developed a mission statement which is found in the adopted district plan. Each campus further develops a mission for itself. The district and campuses all have goals, measurable objectives, and strategies to accomplish each as stated and adopted in the plans. But, MWP-ISD also knows that goals and missions may only be realized if the parents of the community are invited and encouraged to foster and maintain a partnership. This positive partnership makes possible the best learning environment for each and every student. Open lines of communication and welcoming atmosphere serve to expand and enhance learning.

Working toward mastering the Texas Essential Knowledge and Skills (TEKS) and passing all parts of the Texas Assessment of Knowledge and Skills (TAKS) at grade level each year is expected of every student. The Title 1 and other federal programs enhance classroom instruction through supplemental curriculum, well-trained staff, supplies and materials needed for teaching, and integrated technology. Tutorial assistance and summer programs are also a part of this wide-sweeping program design.

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To make 100% of students enrolled in the Schoolwide Programs successful, MWP-ISD strives to include parents in every program decision from planning and program design to implementation of the program's parts to evaluation of the successes and redesign and adjustment of any identified areas of concern.

How can parents of students enrolled in the Title 1 programs be involved?

Parents, community members, and school staff meet to discuss the design and implementation of the Title 1 Parent Involvement Policy. Parents may volunteer to serve or be asked by school administration and teachers to take part in the formal committee processes or volunteer participation. Regardless of the method, MWP-ISD seeks to enlist the aid of every willing parent to be involved in some aspect of the Title 1 program. The district is required to include every population and demographic group in the community.

When and where are the meetings held so that parents may attend and participate in the educational plans for all children in the district?

MWP-ISD holds yearly meetings and conferences with parents to discuss the Title 1 programs at each campus. Questions may be addressed to any one of the building principals who present these meetings. These meetings are a great way to become an involved, member of the school community. Helping parents understand and be informed are the goals of the meetings. These sessions are advertised at each campus. The district website with links to each campus webpage may be accessed from the internet at <http://www.mwpisd.esc18.net>. The website, notes to the homes, marquee information, parent conferences, and contacts such as phone calls and emails are on-going and used to keep parents informed of the program and encourage parents to participate.

What other ways exist for a parent to be involved?

In 2009, the district began a rewrite of the Title 1 School-Parent-Student Compact. This document is a required part of every Title 1 program across the United States. Written with input of all groups known as stakeholders and including parents, teachers, administrators, and students this document provides understanding, shared responsibility, and cooperation to positively promote the academic achievement of ALL students in the district.

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The School-Parent-Student Compacts are specific to each district and are designed so that the student and parent with the school sign a partnership agreement. Parents are encouraged to provide feedback, input, and suggestions for this compact yearly. Parents are also asked to sign their agreement and return a portion of the compact to the school. When the agreement goes to the hands of the parents, teachers and administrators will already have signed designating their agreement as members of the Compact group.

What kinds of activities and supports are provided for parents through the Title 1 Program?

Opportunities for parent involvement happen regularly and accommodating parents and community members so that they can attend is required by the federal Title 1 program. Many opportunities are designed to be yearly events and some special occasion events such as meetings and trainings. Here is an example list of the kinds of accommodations and attendance opportunities designed for each parent to participate:

- ❖ Translators provided for all parents as needed
- ❖ Information provided in the language the parent best understands if at all possible
- ❖ Parent-teacher conferences provided twice each year
- ❖ Volunteer opportunities at each campus
- ❖ Extra-curricular programs including sports, band, choir, and visual and performing arts offer clubs and opportunities for involvement
- ❖ Planning, helping and participating in parties and field trips
- ❖ Attendance at school meetings when the Title 1 program is discussed
- ❖ Attendance at student programs
- ❖ Participation in surveys
- ❖ Attendance at Parent Teacher Organization meetings at each campus
- ❖ Participation through committee memberships and meetings
- ❖ Helping with campus special events like special programs, book fairs, and curriculum emphasis days
- ❖ Helping translate letters and papers for non-English speaking parents
- ❖ Volunteer student assistance such as reading orally, tutoring math, and/or helping a student succeed

This list is only limited by our imaginations.

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What if I want to make suggestions about improvement in the program?

MWP-ISD, federal programs, and all Title 1 schools across the United States welcome and plan for parents to be a regular part of the evaluation process. This process opens the way for parents to make suggestions and offer constructive critique with the idea that the parents will take an active role in helping to solve the problems and make every plan better. Parent surveys, parent meetings, conferences and annual reviews are offered as opportunities for parents to choose to participate. MWP-ISD also encourages parents to schedule appointments to meet with administrators and teachers as a part of the on-going processes to evaluate the total Schoolwide Program.

Information for contacting campuses and administrative personnel is provided in the Student Handbooks for the convenience of the district's parents in setting up meetings or asking questions concerning any program sponsored by the district. Each student receives an updated handbook yearly.

The District Improvement Team and each Campus Improvement Team meet several times a year to plan, enhance, and update the programs and plans needed to guide the complete district/campus programs. While participation in the voting requires election to these committees, anyone may attend, offer suggestions, and seek to understand the workings of the Title 1 Schoolwide Programs. This open line of communication is required and considered to be a best practice for all Title 1 programs.

Do other requirements exist for the Title 1 Schoolwide Program?

Each Title 1 Schoolwide Program campus is required to make public and available upon request the qualifications of the teaching staff. Parents are assured the right to be notified of the status of any teacher who does not meet the high standard for teacher qualification. A parent may request any of the following information about Highly Qualified Teachers and have that information provided in a timely manner.

- ❖ Whether the teacher meets the state qualifications for the subject and grade assigned
- ❖ Whether the teacher is teaching under an emergency permit or provisional status because of special circumstances

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- ❖ The teacher's college major, advanced degrees and the field of certification or degree
- ❖ Whether paraprofessionals have qualifications to work with students in the curriculum to which they are assigned

MWP-ISD has a district goal of 100% Highly Qualified Staff every year. If the district fails to meet that goal, a plan is in place to assist the teacher to gain the knowledge required to meet the status of Highly Qualified. The Office of the Assistant Superintendent is charged with the responsibility of maintaining records reflecting the status of that goal. The designation is also posted as a percentage for each campus and the district on the respective websites.

How can a parent learn more about the campuses and the district?

MWP-ISD plans for regular, effective communication with all parents for the good of every student. The district and campus websites include any combination of the following:

- ❖ News
- ❖ Photos
- ❖ Announcements
- ❖ Grade Book
- ❖ Education aids for students
- ❖ Agendas for the District Improvement Team meetings
- ❖ School Board information, times and agendas
- ❖ Financial accountability information
- ❖ Information about extra curricular and co-curricular events and clubs
- ❖ The state's School Report Cards for each campus
- ❖ School Accountability ratings
- ❖ Email information
- ❖ The AEIS (Academic Excellence Indicator System) Accountability Data
- ❖ Faculty and staff Highly Qualified Plan
- ❖ District and campus plans
- ❖ Information and district guidance for special populations of students
- ❖ District Wellness Plan

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On what committees may a parent serve each year?

School District Committees in which a parent may be involved include

- District Improvement Team (1 for the district)
- Campus Improvement Team (1 for each campus)
- School Health Advisory (district team)
- Language Proficiency Assessment Committee (Trained parents of a Limited English Proficient Student)
- Admission Review and Dismissal Committees (Special Education Parents only)
- Specially called committees as needed

Are there other ways a parent may become involved?

MWP-ISD is seeking to offer parent trainings to help parents develop the skills needed to help their child/children succeed. Techniques and strategies are needed to help children improve and in a recent parent survey, parents stated that they thought helping students with homework was the most important thing parents provided for their students.

Support systems to help parents that may be offered include:

- ❖ Homework help
- ❖ Behavior support
- ❖ Assistance with medical screenings (hearing, vision, and diabetes)
- ❖ Providing information from state sources concerning immunization and other health matters
- ❖ Reading and math assistance
- ❖ Project support
- ❖ Parenting skills classes for singles, blended, and grandparent families
- ❖ Understanding dyslexia, struggling readers, special education, and disability programs
- ❖ Gifted and Talented program
- ❖ Information concerning the state curriculum called TEKS (Texas Essential Knowledge and Skills) and the state tests called TAKS (Texas Assessment of Knowledge and Skills)

How may a parent help with supporting the daily effort of the students and school?

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Here are just a few suggestions to help in the partnership of the parent and the school:

1. Homework

Homework is assigned most school nights. Many teachers have a regular homework routine which parents know from the first day of school. Other teachers change their homework routine weekly. The purpose of homework is to provide practice, to extend learning, and to allow for students and parents to communicate about the learning taking place. All parents can support the successes of their children by helping students in the following ways:

- Help the student be organized. Remind him/her to bring home books, supplies, and materials needed for completion of homework.
- Set a regular study time and stick to it.
- Provide a quiet, regular place for homework completion.
- Ask to see homework even if the student finished it in class. Insist that all homework be brought to the house daily and go over it with the student.
- Show an interest in the homework. Ask questions about the content and compliment the student on the work completed.
- Contact a teacher if the student has problems beyond what would be considered normal for the age and ability of the student. Parent involvement is to help the student reach grade level goals and complete grade level work.

2. Citizenship and Student Behavior

Good citizenship is a hallmark of education in the United States. Teaching citizenship is the responsibility of both the formal educational system and the home. Students learn by example the lessons of good citizenship from the adults involved in their lives such as the meaning and importance of the flag, the law, the Constitution, basic rights, voting and the place in history of this nation.

The Student Handbooks, provided each year to all students in every grade across the state of Texas, are a vital part of the discipline taught to students. Use of this book is an example of use of the laws of the United States and The State of Texas. Provision of the document and signatures of receipt, use and agreement involve the students and parents in the process of living in a democracy governed by written law. Parents may rely on these documents to

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help students understand how a government of the people, by the people and for the people is established for the good of the individual and every group of responsible citizens.

3. Parent Visitation

Parents are welcome into the building for the purpose of conferences and visitation in the cafeterias or in the classes. Guidelines for visiting a campus may be found in the handbooks for each campus. Some general rules for visiting a classroom are:

- Set up your visit to a classroom with a teacher and the school office before the day you would like to visit.
- Arrange for your pre-school age children to be at home.
- Always stop by the office. This request is for the safety of all students. Each district office needs to know who is in the building at all times.
- Schedule time to visit with a teacher at the regularly scheduled conference time.
- Stop back by the office upon leaving.

Remember that the teachers' first and most important job is the education and welfare of all the students in the class. Any visit which may possibly distract him/her from this job should be handled at another time.

**Monahans-Wickett-Pyote Independent School District
Parent Policy Review Questions**

Please view the attached policy and answer the following questions:

1. Do you understand the Title 1 Program as described in the document?
_____YES _____NO

2. Does the document address items you feel are important to the district parent involvement program as a whole?
_____YES _____NO

3. Does the document provide you with enough information for becoming involved at each campus?
_____YES _____NO

4. Does the document provide you with enough information for accessing the website for the district and the campuses?
_____YES _____NO

5. Do you actually access the website for the district? If so, WHY?
_____YES _____NO

6. At the campus your child or children attend, are you involved in any of the activities listed in this document?
_____YES _____NO

7. List any ways you feel the district or campuses can better keep you as a parent informed as to our programs.

8. As a result of this survey, would you be willing to serve on any of the district or campus teams for the improvement of education for ALL students?
_____YES _____NO

Please provide your contact information for the district:

Name _____ Campus _____
Address _____ Phone _____