



Title I School-Level Parental Involvement Policy CASTLE PARK MIDDLE SCHOOL



Castle Park Middle School has developed a written Title I parental involvement policy with input from Title I parents. All Title I parents are invited to multiple monthly parent meetings that include, Title I Annual Parent Meeting, School Site Council, Coffee with the Principal, and ELAC, where they all have the opportunity to provide input into the development of the parent involvement policy. It has distributed the policy to parents of Title I students. Parent involvement policy is distributed to the parents via back to school mailer, email, and posted on the school websites. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program

To involve parents in the Title I program at Castle Park Middle School the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
 - Within the first 30 days of school, all Title I parents are invited to attend the school's Annual Notification Meeting where information is provided relating to Title I and No Child Left Behind regulations, supplemental academic assistance, parent involvement policy, school compact, parent committees, and the School Single Plan for Student achievement.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
 - Castle Park Middle School provides monthly parent meetings in the mornings and evenings to provide parents the opportunities to participate in decisions relating to their child's education, support and assist in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review*, and improvement of the school's Title I programs and the Title I parental involvement policy.**
 - Provide all parents with the opportunity to participate in volunteer opportunities and school governance committees such as School Site Council, DAC, GATE and ELAC.
- The school provides parents of Title I students with timely information about Title I programs.
 - Annual Notification Parent Meeting is scheduled within the first 30 days of school.
 - All communication sources are used to ensure parents are informed in a timely manner. This includes phone calls through SchoolMessenger, Jupiter Grades, school website, mailers, and emails.
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
 - Monthly parent meetings at Castle Park Middle provide parents timely information about: achievement testing results, student performance in classes, timely and targeted interventions for students, interpretation of individual student assessment results, curriculum (Common Core), and teaching strategies implemented in all classrooms.
- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
 - Parent meetings are scheduled as needed to ensure that parents receive ongoing, timely information pertaining to Title I programs and student progress.

**It may be helpful to include the parental involvement policy review in the annual review of the Single Plan for Student Achievement.*

***The policy must be updated periodically to meet changing needs of parents and the school. If the school has a process in place for involving parents in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents of Title I children. [20 USC 6318 Section 1118(c)(3)]*

School-Parent Compact

Castle Park Middle School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The School-Parent-Student Compact is developed through input from Title I parents, DAC, ELAC, and SSC parent committee representatives. Policy is distributed annually to parents in back to school information parent mailer, email, and posted on the school website.

Building Capacity for Involvement

Castle Park Middle engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.
 - Monthly meetings and/or parent workshops are scheduled to assist and provide support to parents in need of monitoring their child's academic achievement.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.
 - Parent workshops/trainings are scheduled as needed with trained personnel and resources are provided.
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.
 - CIS Coordinator is the liaison between staff members and parent volunteers.
 - Staff members are informed of support available through our Parent Center.
 - All school parent meetings and events involve parent volunteers.
- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
 - Castle Park Middle has an active Parent Center that provides training and community resources to help meet our family's needs, promote parental involvement, and receive support from school personnel and other parents.
- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
 - All parent mailers, handouts, information is translated, duplicated, and distributed in English and Spanish.
- The school provides support for parental involvement activities requested by Title I parents.
 - Castle Park Middle provides all support possible to Title I parents when requested. This includes resources for Parent Center, parent involvement trainings and/or conferences, and parent involvement meeting refreshments.

Accessibility

Castle Park Middle School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

- District interpreters are requested for all parent meetings and school events to ensure information is communicated in their own language.
- All parent mailers, handouts, information is translated, duplicated, and distributed in English and Spanish.
- Access to our facilities include routes and designated parking for guests with special disabilities.