

Montgomery ISD

Title I Program and Parent Involvement Policy 2009 - 2010

MONTGOMERY ISD

TITLE I PARENT INVOLVEMENT POLICY

Table of Contents

* * * * *

- ❖ **Overview**
- ❖ **Parent Forms**
 - **Parent, Student and School Compact (English & Spanish)**
 - **MISD Parent Survey / Evaluation of Title I Programs (English & Spanish)**
- ❖ **Appendix**
 - **Board Policy**

MONTGOMERY ISD

TITLE I PARENT INVOLVEMENT POLICY

WHAT IS TITLE I?

Title I 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. Title I is a part of the "No Child Left Behind Act" passed by Congress in 2002. Title I programs can provide supplemental instruction in reading, math, science and social studies. These programs use effective methods and instructional strategies that are grounded in scientifically based research.

A school is selected as a Title I school on the basis of the number of students within its boundaries who are eligible for free or reduced-priced meals. Students are selected to participate based on academic need.

STATEMENT OF PURPOSE

Montgomery ISD is dedicated to providing a quality education for every student in our District. To accomplish this objective, the District will develop and maintain partnerships with parents / caregivers, patrons, and community members. A positive link between home and school will create the best learning condition for every child. These open communication lines will expand and enhance learning opportunities for everyone involved.

All students will be expected to work toward mastering the Texas Essentials Knowledge and Skills (TEKS) for their grade level. Montgomery ISD recognizes the fact that some students will need extra assistance to achieve their full potential. The extra assistance is available through the Title I program and various other educational services offered through the District.

Montgomery ISD intends to include parents in all aspects of the Title I program. Students will be given every opportunity for success through the development and enhancement of the home/school partnership. Title I programs are being offered at **Lone Star Elementary, Stewart Creek Elementary, Montgomery Elementary (School-wide Program), Montgomery Intermediate and Montgomery Middle School.**

PROGRAMS

Reading Skills Tutorials

- Intense small group instruction

Math Skills Tutorials

- Intense small group instruction

Essential Learning Systems by Creative Education Institute (CEI)

- Multidimensional, therapeutic approach to address the reading, language and learning development needs of students
- Sensory integrated exercises
- Interactive tasks
- Individualized sequences and modified lessons
- Nationally normed evaluations

Read Well (a reading program)

- Designed for kindergarten, first and second grade students who are not fluent readers
- Researched based
- Builds phonemic awareness
- Provides systematic phonics instruction
- Integrates reading and writing including oral and written comprehension activities
- Small group instruction is mastery based

PARENT INVOLVEMENT IN POLICY DEVELOPMENT

Parents, members of the community, and school staff meet to discuss the design and implementation of the Title I Parent Involvement Policy. The Montgomery ISD District Advisory Committee reviews and updates the design and implementation of the Montgomery ISD Parent Involvement Policy annually. Surveys will be sent home to all Title I parents. Participation includes a diverse parent population.

ANNUAL MEETING FOR TITLE I PARENTS / CAREGIVERS

Montgomery ISD will hold at least one meeting annually to review Title I Policy and services offered through the District. Copies of the District's current Parent Involvement Policy will be distributed at the meeting. Parents are encouraged to become involved in the revising and updating the Policy as necessary and parent volunteers will be recruited for the various District committee appointments.

The meeting will be held on May 13th at Montgomery Intermediate School - Annex, 9:00-10:15 a.m. and 5:00-6:15 p.m.; notice of the meeting will be provided through written invitations to parents / caregivers and through public notices. Translators will be available to help with Non-English speaking parents / caregivers.

Newsletters, teacher notes, the school marquee, conferences, personal contacts, phone calls and written notices will be used to establish and maintain open lines of communication with parents / caregivers. Every Title I family will receive a monthly copy of "The Home and School Connection" newsletter.

Montgomery ISD staff members will be trained in positive communication activities as well as effective ways to work with parents, students, and members of the community. Montgomery ISD staff will maintain a record of parent contacts throughout the school year.

PARENT, STUDENT AND SCHOOL COMPACTS

In accordance with Title I regulations, the Parent, Student and School Compacts will be annually updated. This compact will provide an outline to enable the school and parents / caregivers to share responsibility for student performance and success. This compact explains how students, parents / caregivers, and staff will share responsibility for promoting student achievement.

The compacts are designed so that both the student and his/her parents sign this compact. Students and parents are encouraged to discuss the contents of the compact; they are also encouraged to sign that they are in agreement with the compact and return them to the school.

PARENTAL INVOLVEMENT OPPORTUNITIES

Montgomery ISD provides numerous opportunities for parental involvement as it strives to develop and maintain an optimum learning environment for all students:

- Spanish translators will be provided for parents when needed.
- Information will be provided in Spanish when needed.
- Parents may contribute through volunteer programs.
- Parents may contribute by creating a supportive home environment.
- Parents are invited to participate in parent-teacher conferences. Title I fall conferences will be held on September 21 - October 16, 2009, and in the spring, May 17 – 28, 2010.
- Parents are invited to help plan and conduct parties and field trips.
- Parents may participate by attending school meetings and student programs.
- Parents are surveyed to get input about the Title I program.
- Parents are invited to eat lunch with their children.
- Parents are encouraged to become involved with PTA or PTO.
- Annual Parent Meeting: May 13, 2010 9:00 10:15 a.m. and 5:00 – 6:15 p.m. at MIS.

STAFF AND PARENT COMMUNICATION

Parents / caregivers will be informed of school activities through various avenues of communication throughout the school year; they will be consulted in the design, development and implementation of the Title I program.

Newsletters, teacher notes, the school marquee, conferences, personal contacts, phone calls and written notices will be used to establish and maintain open lines of communication with parents / caregivers. Every Title I family will receive a monthly copy of “Parents Make The Difference” newsletter. (Provided in English and Spanish).

Montgomery ISD staff members will be trained in positive communication activities as well as effective ways to work with parents, students, and members of the community. Montgomery ISD staff will maintain a record of parent contacts throughout the school year.

TITLE I COMMUNICATION

- Welcome letter
- Parent, Student and School Compacts
- “Parents Make the Difference” monthly newsletter (English and Spanish)
- Progress reports sent home each six weeks
- Fall parent conferences – September 21 - October 16, 2009
- Spring parent conferences – May 17 – 28, 2010
- CEI individual student evaluation

EVALUATION

Parents' surveys, including questions about the effectiveness of the program, will be distributed and the results tabulated. Teacher surveys and teacher contact records will be used to determine the number and kind of interaction between school and parents. The District Advisory Committee will revise the District Parent Involvement Policy based on the results of this annual review. Campus Advisory Committees (CAC) will meet throughout the school year to evaluate and update the progress of their Title I programs.

Please e-mail or call The Director of Instructional Services, Sarah Hilburn with questions or input concerning our Title I programs. shilburn@misd.org (936)582-5061

PARENT NOTIFICATION OF TEACHER QUALIFICATIONS

Montgomery ISD has four Title I campuses. Those campuses are Lone Star Elementary, Montgomery Elementary, Montgomery Intermediate and Montgomery Middle School. Parents of students attending one of the Title I schools have the right to know the professional qualifications of the classroom teachers who instruct your child. MISD and The No Child Left Behind (NCLB) Act recognizes that all children can achieve the same high standards and must be provided the education they need to reach those standards. NCLB gives parents new opportunities to make sure their child receives the very best education possible.

No Child Left Behind Act also requires the school district to provide you with the following information in a timely manner if you request it. You have the right to request the following information about each of your child's classroom teachers:

- ⇒ Whether the teacher meets the state qualifications and licensing criteria for the grades and subject he/she teaches.
- ⇒ Whether the teacher is teaching under emergency or provisional status because of special circumstances.
- ⇒ The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline certification or degree.
- ⇒ Whether paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact Beverly Harrod at 936-582-5027.

It is the policy of Montgomery ISD to not discriminate on the basis of race, religion, color, national origin, gender, age or disability in providing educational services, activities and programs, including vocational programs, and in its employment practices, in accordance with Title VI of the Civil Rights Act of 1964 as amended/ Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended/ the Age Discrimination Act of 1975, as amended/ and Title II of the Americans with Disabilities Act. Montgomery ISD will take steps to ensure that the lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs. For information about your rights or grievance procedures, contact the Title IX Coordinator, Bobby Morris at 13159 Walden Rd. Montgomery, TX 77356, 936-582-1333, and/or the Section 504 Coordinator, Dawne McDougall at 700 Dr. Martin Luther King Jr. Drive, Montgomery, TX 77356, 936-597-6407.

FORMS

PARENT, STUDENT and SCHOOL COMPACT

Montgomery Independent School District and its staff members, the students enrolled in Title I Programs and their parents, in an effort to improve student achievement and foster parental involvement, agree to the following:

The student: I, _____, **agree to:**

- be prepared for class each school day unless ill.
- be cooperative and conduct myself in a courteous manner
- exhibit a positive attitude about learning and school
- complete all class work assigned
- use all hardware and software in a responsible way, and
- make a genuine attempt to master the skills taught

The parent: I, _____, **agree to:**

- ensure my child attends school on a daily basis unless ill
- encourage my child and prepare him/her to be receptive of learning and discipline
- ensure my child participates in the appropriate school programs (attend extra help sessions, remedial classes, etc.) when the need arises
- become familiar with the school, its programs and curricula
- attend parent-teacher conferences, parent workshops, and other school functions in order to keep abreast of my child's academic progress
- review my child's test scores and records when needed, and
- communicate the learning needs of my child to school personnel.

We, the school and its staff members, agree to:

- ❖ maintain an effective school climate and orderly classroom environment,
- ❖ encourage parental participation in school activities,
- ❖ provide high quality curriculum and instruction in a supportive environment,
- ❖ assist students to enable them to meet the State of Texas's (TAKS) and local district standards for student performance,
- ❖ keep informed of the best methods, programs and established curricula,
- ❖ keep parents informed in a clear, orderly manner, of the learning progress of their child (A Title I Progress Report will be issued each 6 weeks grading period),
- ❖ conduct at least two parent conferences – one in the fall and one in the spring,
- ❖ discuss the student's learning progress and needs with the student and with the parent,
- ❖ offer a number of opportunities for parental involvement including flexible conference times, and
- ❖ offer a Title I Parent Orientation at the beginning of the school year.

This compact is for the _____ **2009-2010** _____ **school year.**

Student signature: _____

Parent signature: _____ Date: _____

MISD Staff Member _____

**Montgomery I.S.D. Parent Survey /
Evaluation of Title I Programs
2009 - 2010**

Campus: _____

Date: _____

Parent: _____

Student: _____

1. Is this your child's first year in a Title I program?
____ Yes ____ No *(If no, how many years in program? _____)*

2. Your child is participating in which program?
_____ CEI Lab _____ Read Well
_____ Reading Skills _____ Math Skills

3. Have you been satisfied with your child's progress?
____ Yes ____ No
Comments: _____

4. Has your child's progress been communicated?
____ Yes ____ No
Comments: _____

5. Have you seen an improvement in your child's grades?
____ Yes ____ No Attitude? ____ Yes ____ No

6. Any suggestions or concerns that you would like to see addressed in the future?
Comments: _____

APPENDIX

*See Policy:
EHBD (LEGAL)
EHBD (LOCAL)*