



**Gretna Middle School  
Parental Involvement Policy  
2023-2024**



The Gretna Middle School NCLB Title I Policy on Parental Involvement is developed in collaboration with the administration and teachers to ensure that federal and local regulations for parental involvement are incorporated into the policy. The policy is located in the school office and on the school webpage.

**1. Gretna Middle School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1112 of the ESEA:**

- *Title I teachers and administration will form committee.*
- *The committee will meet at the beginning of school.*
- *Parents will be involved in scheduling after school events.*

**2. Gretna Middle School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:**

- *Parents are welcome to review the School Improvement Plan that is written at the beginning of each school year.*
- *Our website has links to VDOE where parents can view valuable information about the status of the school and view the School Report Card*
- *Parent representative on Title I Advisory Board*
- *Newsletters sent home at intervals during school year*
- *Annual Title I meeting will be held to discuss:*
  - *Introduction of Title One Staff*
  - *Overview of Title I Program with special emphasis on how the program benefits all students within the school*
  - *Title I Parental Involvement Policy*

**3. Gretna Middle School will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:**

- *All teachers will provide information to parents about internet based programs used at school that can be accessed from home in a newsletter at the beginning of the year.*
- *Parents will be instructed in the use of PowerSchool Parent Portal to locate student assignments and keep track of student grades.*
- *Gretna Middle School will purchase daily planners for students to keep assignments in so that parents are informed.*

**4. Gretna Middle School will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:**

- *Child Study Intervention Meetings (CSIT)*
- *Conference Nights*
- *Virtual Parent Meetings*

**5. Gretna Middle School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of the school. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.**

- *Discussion will be held at conference nights allowing parents to voice suggestions for the academic programs and the amount of parental involvement at the school. Title I teachers, administration and parents will discuss these suggestions and work to maintain and improve parent involvement.*

**6. Gretna Middle School will build the school's and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:**

A. The school will provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- *the State's academic content standards,*
- *the State's student academic achievement standards,*
- *the State and local academic assessments including alternate assessments,*
- *how to monitor their child's progress, and*
- *how to work with educators:*
- *Pittsylvania County website has information about the school curriculum.*
- *The Gretna Middle website contains helpful information for parents*
- *Parent Teacher Conferences are held twice a year and before and after school at the request of parents.*
- *four and a half week progress reports will be emailed to parents.*

B. The school will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

- *Teachers communicate student's success and weaknesses with parents (email or other app driven technology), and share IXL strands, Canvas course links, and other digital and/or paper resources for parent's to support their students at home.*
  - *Spanish parent portal instruction are provided*
- C. The school will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, 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 schools, by:
- *The school improvement plan addresses community relations and encourages parent and community involvement in the school*
  - *Parenting classes through Pittsylvania County Community Services*
- D. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and conduct other activities, such as parent resource activities that support parents in more fully participating in the education of their children, by:
- *The school counselors have a section in their offices with resources that are available to parents.*
  - *The front office has materials & resources readily available to parents.*
  - *Administrators use School Messenger to communicate opportunities for involvement with parents.*
- E. The school will take the following actions to ensure that 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:
- *The school calendar is updated on the GMS webpage*
  - *Flyers are sent home when special events are planned.*
  - *School Messenger is used to notify parents of upcoming events with translations available.*

**DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

**Gretna Middle School Parent Involvement Policy will include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:**

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing 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;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- in order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.

\* \* \* \* \*

**ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by,

- Agenda of the meeting
- Attendance (sign in) sheet
- Minutes of meeting

This policy was revised and adopted by Gretna Middle School August 2, 2023 and will be in effect for the 2023-2024 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before August 31, 2023 by posting on the GMS webpage.

Dr. Thomas W. Takacs  
*Principal*

August 29<sup>th</sup>, 2023  
*Date*

**Gretna Middle School**  
**SCHOOL-PARENT COMPACT**

*Gretna Middle School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the 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 that will help children achieve the States high standards.*

*This school-parent compact is in effect during school year 2023-2024.*

**School Responsibilities**

**I. Gretna Middle School will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

- *Teachers will participate in staff development activities as noted on the school calendar.*
- *Teachers will participate in conferences and workshops which will enhance classroom instruction.*
- *Title I teacher will be used for Math and Reading remediation for all grade levels.*
- *Field trips and guest speakers will be used to further classroom learning.*
- *Teachers will meet state requirements for licensure and will be endorsed in their area of instruction.*

**2. Gretna Middle School will hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.**

- *Conference Night will be held on September 14, 2023 and February 14, 2024.*

**3. Gretna Middle School will provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**

- *Progress Reports are sent at the mid-point of each nine week marking period*
- *Report cards are sent home at the end of each nine week marking period.*
- *Parent Portal*

4. **Gretna Middle School will provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**

- *Teachers are available before and after school and during planning times to meet with parents.*
- *Teachers conference with parents on the telephone if parents are having difficulty getting to school.*
- *Parent conference nights are scheduled during the school year.*

5. **Gretna Middle School will provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:**

- *Field trip chaperones*
- *Book Fair*
- *Fundraisers*
- *Field Day activities*

### **Parent Responsibilities**

**We, as parents, will support our children's learning in the following ways:**

- *Monitoring attendance.*
- *Making sure that homework is completed.*
- *Monitoring amount of television their children watch.*
- *Participating, as appropriate, in decisions relating to my children's education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school either received by my child or by mail and responding, as appropriate.*
- *Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the States Committee of Practitioners, the School Support Team or other school advisory or policy groups.*

### **Student Responsibilities**

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- *Do homework every day and ask for help when I need to.*
- *Read at least 30 minutes every day outside of school time.*
- *Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.*

### **Additional Required School Responsibilities**

**Gretna Middle** will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.

2. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.

3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.

4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.

5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.

6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in

decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.

7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.

8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

### **Optional School Responsibilities**

To help build and develop a partnership with parents to help their children achieve the State's high academic standards, Gretna Middle will:

1. Recommend to the local educational agency (LEA), the names of parents of participating children of Title I, Part A programs who are interested in serving on the State's Committee of Practitioners and School Support Teams.

2. Notify parents of the school's participation in Early Reading First, Reading First and Even Start Family Literacy Programs operating within the school, the district and the contact information.

3. Work with the LEA in addressing problems, if any, in implementing parental involvement activities in section 1118 of Title I, Part A.

4. Work with the LEA to ensure that a copy of the SEA's written complaint procedures for resolving any issue of violation(s) of a Federal statute or regulation of Title I, Part A programs is provided to parents of students and to appropriate private school officials or representatives.

_____	_____	_____
School	Parent(s)	Student
_____	_____	_____
Date	Date	Date

***(PLEASE NOTE THAT SIGNATURES ARE NOT REQUIRED)***