

Annual Title I Meeting

The Annual Title I meeting will be held virtually within the first 45 days of the new school, an Annual Title I meeting will be held by the school administration to inform parents and families of the school's participation in the Title I programs. During this meeting parents and families will be informed of their parental requirements under Title I section 1112. Parents will be

- Resources provided by Title I
- Federal and State programs that assist in raising achievement
- Explanation and description of the curriculum at the school and additional programs that help raise achievement levels of all students
- The academic assessments used and the proficiency levels students are expected to meet.
- Share Title I Plans and activities

Parent Opportunities

Parents of Mill Creek Elementary will be provided opportunities to support in decision-making processes during the PTO, SIC, ATP and Title I meetings. Parents any suggestions are welcomed. A digital suggestion form will be located on the school's webpage. All responses to suggestions or questions will be answered by a member of the administrative team in a timely manner. Parents may communicate with teachers or members of the faculty/ staff via phone, email, class Dojo upon request. Opportunities to volunteer are filtered through the parent advocates who can also be reached by phone, email or upon request. Opportunities for parents to volunteer in the classroom can be communicated to classroom teachers through phone, email or scheduled appointment times. Additionally, parents will be kept abreast of school events, through the schools website and school messenger.

Parent Request

A copy of all Title I parent documents are available in the front office and on the school's webpage. Parents are encourage to provide comments or suggestions for changes by completing a digital suggestion form located on the school's webpage or you can also contact the Parent and Family Engagement Specialist or the Principal. All ideas and suggestions will be discussed and considered. The school administration will respond to all suggestions, or recommendations in a timely manner. Any discrepancies will be included in the submission process for the district to evaluate. Additionally, regular meetings will be held, if requested by parents, to provide opportunities to make suggestions and recommendations, as appropriate, in decisions relating to the education their children.



Mill Creek Elementary School

Home of the Croakers
"Where Excellence Begins"



Eddie Whack, *Principal*

Parent and Family Engagement Policy

2022- 2023

925 Universal Drive
Columbia, SC 29209
(803) 783 - 5553

School-Parent Compact

Parents will receive a copy of Mill Creek's Parent compact within the first 30 days of school. Information will be reviewed with parents during the Annual Title I Meeting. Additionally, parents not in attendance will receive a copy of the Schools-Parent compact during the November PTO meeting. Copies will be made available to parents in the front office. The School-Parent compact will be made available in English. Suggestions and comments for revisions will be taken into consideration by the PTO and SIC committees prior to submitting the final draft for distribution. The final compact will be dispersed to all parents during Parent/Teacher conference night at the end of the first quarter.

LEP and Disable Parents

Mill Creek Elementary School will provide full opportunities for the participation of parents with Limited English Proficiency or with disabilities by accommodating any additional needs. Please let a member of the school know ahead of accommodations needed. An interpreter is available for meetings or activities to meet the needs of the LEP parent.

Annual Evaluation

A survey will be given to parents in the spring of the year that will allow a chance to voice their feedback and feelings about the Title I schools wide program. We look forward to suggestions and/or recommendations that can help us improve our Title I program. An annual review meeting will be held this year in the spring to review the Title I school wide program. Parents are welcome to attend. The results of the annual review meeting will be shared with parents at the annual review meeting in the fall of the following school year.

Building Parent & Family Engagement Capacity

Parents will be provided assistance to understanding performance standards, assessment, Title I, student progress and decisions relating to the education of their child in several ways. Parents are encouraged to attend all Parent and Family Engagement Activities such as but not limited to Family Curriculum Nights (Literacy, Math, Science, Social Studies, and Test Prep. etc.) or by scheduling a conference with their child's teacher and/or a member of the administrative team. Materials and Training will be available to parents at the school during these events with other curriculum resources available at the school. Teachers and other staff at will participate in professional development focus on how to work with parents. New teachers will discuss strategies with their mentors and in the monthly mentor-mentee meetings. Parent and Family Engagement progress and activities will be coordinated by the schools administrative team, Parent and Family Engagement specialist and other staff members. These activities will also be integrated with goals from the School Improvement Plan. Community based organizations and businesses will have roles that align with the School Improvement Plan such as mentoring/tutoring students and volunteering as reading buddies for students. School meetings will be arranged after work hours to accommodate parents' working schedules.



Parent & Family Information

Parents will receive various communications about Title I Part A Programs in a timely manner through School Messenger, letters, flyers, and the schools monthly newsletters. School performance profiles will be available on the school's website and paper copies will be available in the front lobby. Parents will receive student assessments results of their child's performance at various times of the year based on the grade of the student. All communication will come home in the form of a letter. Descriptions and explanations of the curriculum, curriculum outlines, assessment forms, and proficiency levels, and state standards will be provided by the child's teacher through mid-quarter progress reports, report cards, and parent teacher conferences. Requests for this information can be emailed or written to the classroom teacher. Translated information will also be made available based on parent's needs.

Title I Planning

Parents at Mill Creek Elementary School are encouraged to attend the PTO/ Title I Meetings to plan, review and make suggestions to the planning, development and review of Title I programs. PTO meeting will be held throughout the school year. The dates and times will be posted on the school website, on the marquee, and included in the school newsletter. The school will also assist in gathering more parent volunteers and members to participate in the meeting through various methods.