

The Academy for Leadership at Millcreek Elementary
Parent/Family Engagement Policy
Revised 2019-2020

It is the belief of the Millcreek Elementary School SBDM Council, Administration, Faculty, Staff and the Millcreek PTA that parent involvement is critical to the successful education of children. Millcreek will always strive to encourage parent involvement. Millcreek Staff recognizes that the parents and students are our customers and is committed to building high customer satisfaction.

Millcreek PTA

PTA President: Julia Craven

- Will hold regular scheduled PTA meetings and activities.
- Will advertise meetings and activities on school menus, school marquee, newsletters, and Millcreek website
- Will conduct elections of the PTA officers and SBDM Council parent members annually
- Will distribute information about parent involvement in PTA, SBDM and committees.
- Will advertise SBDM meetings on Channel 13.

Title 1

Title 1 Lead Teacher:

- Will hold an annual meeting in the fall to inform parents of Millcreek's participation in Title 1 explaining instructional focus, requirements, and parent rights to be involved in school decisions.
- May allocate funds to pay parent involvement expenses including transportation, child care, or home visit expenses.
- Will hold Fall and Spring Title 1 Advisory meetings to review budget, current Parent Involvement Policy, School-Parent Compact, parent surveys, and parent meetings.
- Increase the sharing of responsibility between families and school through the Parent Involvement Policy and School-Compact.
- Will distribute a survey to parents for feedback on Parent meetings, Parent Involvement Policy, and Parent-School Compacts each February.
- Expect parents to attend at least ONE school-wide event and EACH Parent-Teacher or Student Led conference scheduled during the academic year.

Parent Communications

Classroom Teachers/School Counselor

- Will be made available to all parents who wish to sign up for electronic mailing list.
- Will be sent home on a regular and timely basis to keep parents informed via memos, newsletters, phone calls, parent conferences etc.
- Will include at least ONE Home Visit prior to, or at the beginning of each year. Students who enter after the beginning of the year will receive a home visit within 30 days of entering the school
- Will be given to parents informing them of policies and procedures for Millcreek through the Parent Handbook

Parent Conferences

Principal: Dr. Gregory Ross

- Will be conducted after 1st and 3rd grading periods for parents to receive test results and report cards. Parents are expected to attend.
- Will take place at a mutually agreed upon time and place. As a last resort these may take place by telephone or e-mail.
- Will include information about student proficiency levels that are expected in order to meet Kentucky's academic content and achievement standards, student assessments results, and description and explanation of curriculum used.
- Will be documented on the Millcreek Parent Conference Form and signed by all parties.

- Will include one annual student led conferences for students in grades 2-5. Parents are expected to attend.
- Will be made available to parents upon request or at the request of the teachers at any time.

**Family Resource Center
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Family Resource Coordinator: Candace

- Will hold meetings in cooperation with the district and state Family Resource Center to give parents opportunities to share experiences and participate in the education of their children.
- Will focus meetings on how parents can monitor their child's progress and work with teachers to improve achievement.
- Will encourage parents to serve as tutors, class readers, homeroom parents, chaperones (field trips), guest speakers, and presenters.
- Will require that any adult who volunteers in the school to complete a background records check. Forms may be obtained in the