

Title I School-Level Parent and Family Engagement Policy
Washington Middle School
November 2020

2.0 With approval from the local governing board, the school has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4])

Washington Middle School has developed a written Title I School wide parent involvement policy with input from parents. The policy was originally developed by a staff/parent committee. The School Site Council examines the policy each year and makes appropriate changes. Washington Middle School has distributed the policy to all parents annually. Washington Middle School's policy describes the means for carrying out the following Title I parental involvement requirements. (*Title I Parental Involvement, 20 USC 631(a)-(f)*)

Washington Middle School will update periodically its School Parental Involvement Policy to meet the changing needs of parents and the school. The School Parental Involvement Policy will be reviewed and updated annually as part of the process of developing the School Plan for Student Achievement.

2.1 Involvement of Parents in the Title I Program

The policy describes the means for carrying out Title I parent and family engagement requirements. (20 U.S.C. § 6318[b][1])

To involve parents and family members in the Title I program at Washington Middle School, the following practices have been established:

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

Washington Middle School convenes an annual meeting to inform all parents of the Title I Schoolwide requirements. In the fall of each school year, the parents/guardians of all students are invited and encouraged to attend a Title I Schoolwide Parent Meeting at the school. The invitation to this meeting is in writing. The Parent Involvement Policy is discussed at this meeting.

At the annual Title I Parent Meeting, the school principal or school site staff support teacher offers the parents the opportunity to develop their own Title I council or to delegate Title I issues and responsibilities to the School Site Council. A majority vote determines the choice. In addition, the parents are encouraged to attend the school's School Site Council, ELAC, and Advisory & Information (A&I) meetings.

- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds child-care, translation or other services related to parental involvement. (20 U.S.C. § 6318[c][2])

A flexible number of meetings will be held at varying times based on parent needs and will include child-care and translation services if needed.

- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

As the designated representative of the parents, the School Site Council develops and reviews annually the Parent Involvement Policy. This council also administrates the Title I budget and the Action Plans that represent the Title1 schoolwide program at Washington Middle School.

Parents participate in the school's annual Needs Assessment. The results of the Parent Needs Assessment are included in the planning cycle for the Single Plan for Student Achievement as well as for any modifications to the Title I program.

- d) The school provides parents of participating children with the following:

1. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

Washington Middle School Title I schoolwide program is outlined at the parent meeting, which is held in the fall of the school year.

Title I Program information is also distributed through parent newsletters, Back-to-School Night, SSC, ELAC, and PTSA.

2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

At parent-teacher conferences, assessment information on student academic progress and grade level standards are shared with parents. Student progress in relation to state and priority standards and national norms will be explained to parents including curriculum being used, grade level expectations for proficiency, data reporting for local assessments and available intervention in reading, language arts, and mathematics for students needing assistance.

3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. § 6318[c][4][C])

All parents are invited to attend School Site Council and ELAC. At these meetings the Single Plan for School Achievement is reviewed and developed. In addition, the plan's goals and activities are monitored throughout the school year by the School Site Council and ELAC.

Washington Middle School also holds regular A&I meetings in conjunction with School Site Council with representation to a district committee. A&I gives all parents the opportunity to meet with the principal and give input into the school's educational program offerings.

- e) If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency. (20 U.S.C. § 6318[c][5])

Parents can submit comments through the principal or SSC if they are not satisfied with the program. Those comments will be shared with the district.

2.2 Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted with Title I, Part A funds establishes the practices listed below. (20 U.S.C. § 6318[e])

- a) The school provides parents with assistance in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

Washington Middle School engages all students 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 does the following: Assists parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children.

Washington Middle School, with the assistance of the district and parents, educates its teachers, administration, and other staff, in how to reach out to, communicate with, and work with parents as equal partners, concerning the value of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools.

- b) The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 U.S.C. § 6318[e][2])

Training is provided to empower parents to support and assist their children's education. Parents are offered opportunities to work closely with the school as partners in the education of their children and to gain in their knowledge of techniques to assist learning at home. Family nights are held for parents and their children to participate in "hands on" learning. Additional meetings are scheduled as needed to encourage home follow-up.

- c) The school educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. § 6318[e][3])

Teachers and staff work together to meet with parents as equal partners in bi-annual conferences as well as Response to Intervention meetings and additional conferences throughout the year as needed.

Staff receives ongoing training at staff meetings on working with parents as partners.

At staff meetings, parent survey results are reviewed and strategies for parent engagement and partnerships are discussed and integrated in the SPSA.

Whenever possible, information is communicated to parents in the language and form that they understand.

- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool 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. (20 U.S.C. § 6318[e][4])

Washington Middle School, to the extent feasible and appropriate, coordinates and integrates parental involvement programs and activities with other programs, including preschool, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Washington Middle School provides opportunities for all parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students.

- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

To further build ties between home and school, and support academic achievement for all students, effective two-way communication is emphasized. Whenever possible, information is communicated to parents in the language and form that they understand.

All parents are encouraged to attend Back to School Night, Open House, bi-annual academic parent-teacher conferences, ELAC, School Site Council, Advisory & Information Meetings, as well as Response to Intervention and additional conferences when needed. Translators are provided for parents when needed.

- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

2.3 Accessibility

The school, to the extent practicable, provides opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

Washington Middle School will ensure the accessibility and opportunities for parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes our efforts to provide information to all parents and make the information accessible through appropriate interpretation and translation of documents for the major languages spoken by parents at our school.

2.4 School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and 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 to help children achieve the state's high standards. The school-parent compact shall carry out the requirements listed below. (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

Washington Middle School jointly develops and distributes to all parents a Home-School compact that outlines how parents, the school staff, and students will share the responsibility for improved student academic achievement. The compact describes:

How the school and parents will develop a partnership to help children reach proficiency on the California content standards.

The school's responsibility to high-quality curriculum and instruction.

The parent's responsibility to support their children's learning.

The importance of ongoing communication between parents and teachers through annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in educational programs.

This compact is developed with input from School Site Council, A&I, and ELAC. Annually the Home School Compact is distributed to all parents. At that time the compact is signed by teachers, parents, students, and the principal. The Home-School Compact is reviewed annually by the School Site Council.

- b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the requirements listed below. (20 U.S.C. § 6318[d][2])
1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])

The school will conduct conferences available to all students and families in the fall as well as the spring. During these conferences, student performance will be discussed and the elements of the compact that directly relate to student achievement.

2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])

The school will issue progress reports at the midway point for each grading period. Further, the school will utilize Aeries Parent Portal in order for parents and students to have access to their progress throughout the grading periods.

At the end of each grading period, report cards will be issued to detail student progress.

3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])

Parents have access to staff via email, phone calls, and Aeries Parent Portal.

Parents may volunteer with our committees, PTSA activities, and Washington community activities.

Parents may observe student activities such as festivals, performances, and Open House that are available at different points during the year.

4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])

To further build ties between home and school, and support academic achievement for all students, effective two-way communication is emphasized. Whenever possible, information is communicated to parents in the language and form that they understand.

The policy must be updated periodically to meet changing needs of parents and family members and the school.

Washington Middle School's Title I, Part A School Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs on 12/2/2020. The School will distribute the policy to all parents and family members of participating Title I, Part A students annually on or before December 3, 2020 by placing it on the school website.