

Title I

Parent and Family Engagement Policy

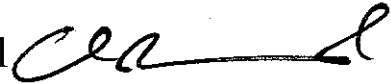
School James Martin Middle School 2022-2023

I. Parent and Family Engagement Policy

A. List names and roles (teachers, administrators, parents, etc.) of persons involved in developing Parent and Family Engagement Policy.

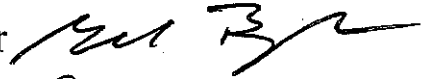
Christopher Bernard

Principal



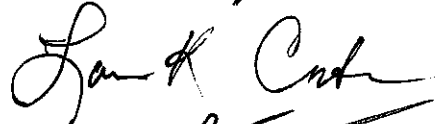
Michael Buczek

Academic Facilitator



Lauren Contaste

MCL



Gary Ham

Dean of Students



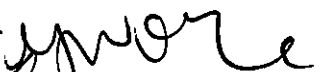
Rebecca Joseph

Music Teacher



Yvonne Wolf

Social Studies Teacher



Mary Long

Science teacher



Williams Worsley

Technology Associate



Carla Holloman

Social Worker



Teinnia McDuffie

Academic Facilitator



B. Briefly describe the process your school used to:

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B. Briefly describe the process your school used to:

1. Select participants to develop the policy (school improvement team, parent/family committee) We utilized our SLT to develop our policy.

2. develop policy (1-2 pages max) (policy should reflect Components II through XII taken from Parental Engagement Section 1116 of The Every Student Succeeds Act (ESSA) As a team, we determined our greatest areas of growth as it relates to our parental involvement or lack thereof. We agree that we need to increase our parental presence and work to create a more welcoming environment.

3. Implement policy

II. Annual Information Meeting

A. Describe your plan to conduct an annual meeting to inform parents of their school's participation in Title I Part A. Include strategies to inform English Learner parents and partner with representatives from the English Language Learner departments to bring more resources to our families.

III. Flexible meeting times

A. Describe your strategies to offer flexible times for parental and family engagement opportunities and meetings. We provide before and after school meeting times for parents. In addition we have made all teacher workdays following the end of a quarter required workdays for parent/teacher conferences, teachers will plan team conferences to cover student progress in all subject areas. We have also worked to increase our on campus events for parents this year to include a Family Literacy Night to be held in the fall and a Math March Madness to be held in the spring. Zoom

links to be provided.

B. Coffee with Principal Bernard Quarterly

IV. Title I Part A Planning

A. What timeline and strategies will you use to involve parents and families in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I Part A Program?

We will continue to work to build and sustain an effective PTSA, add master calendar to school homepage for parent access and use various parent media platforms to reach parents in various ways on a regular basis, such as parent square, Canvas announcements, ConnectEd messaging, and webpage announcements.

V. Parent Information and Opportunities

A. Describe how you will provide parents and families with the following:

1. Timely information about Title I Part A Programs

We will inform parents at school-wide opening events and activities such as, Open House, our annual Title I Parent Night, and Parent-Teacher meetings.

2. School performance profiles are discussed in SLT, at the Title 1 Parent Night, Curriculum Nights, and various other events throughout the school year.

3. Assessment results of their child's performance

Teachers are required to make 5 calls home a week. We also have designated days for parent/teacher conferences at the end of the quarter as well as they can be requested at any time during the school year.

Other means of communication include emails, PowerSchool, progress reports, and periodic curriculum night events.

4. A description and explanation of the curriculum, assessment forms, and proficiency levels and state standards. Include strategies to inform parents with language barriers and/or disabilities:

We will provide information through numerous sources including: curriculum night, parent/teacher conferences, parent/teacher communications by phone and/or email, newsletters, Remind 101, and announcements on the school website. We will utilize bilingual test information to service our non-English speaking parents.

5. Opportunities for regular meetings to participate in decision making:

Parents are invited to participate in our monthly SLT meetings, Parent Teacher meetings, and through communication with administration

6. Timely responses to suggestions and questions raised by parents:

All staff members have been made aware they have 48 hours to respond to concerns raised by a parent.

7. Reasonable access to staff, opportunities to volunteer and participate in child's class:

With exceptions to Covid 19 and safety regulations, parents are welcome to volunteer and participate in the classroom at all times with prior expressed permission by the district. We also make our staff available before, during the school day, and after school for meetings with parents as needed by Zoom.

A. Discuss timeframe and strategies to present and explain compact to parents as it relates to the child's achievement. Include strategies to inform parents with language barriers and/or disabilities

The school compact was reviewed by the SLT and revised based on the recommendations of SLT.

We disseminate the school compact to all students in English and Spanish for parents to review, discuss with their student, and sign. Compact will be shared with parents on teacher announcement pages, school website, ConnectEd, Remind 101, during beginning of school events, activities, and during parent teacher conference opportunities.

VII. Building Parent and Family Engagement Capacity

A. Briefly discuss how you will address the following:

1. Provide assistance to parents in understanding performance standards, assessment, Title I, monitoring their child's progress, and participating in decisions relating to the education of their child. Have grade level interventions teams to catch students who are falling behind.
2. Dedicated parent-teacher conference days.
3. Send home students powerschool information and instructions on how to use it. We will assist parents in understanding assessment data and student's performance data at our Open House, Curriculum Night, Title 1 Parent Night, through parent/teacher conferences year-round, parent/teacher communications by phone and/or email and PowerSchool.

2. Provide materials and training to help parents work with their children to support in areas such as, Literacy training, computer skills, homework assistance/workshops, family literacy nights, adult EL, GED etc.).

We are still working to build our parental development program to be able to offer parent classes or training opportunities.

3. Educate teachers and other staff to work with parents to offer; Professional development on parental involvement and increasing the number of activities/events offered to allow for teachers and parents to make greater connections.

4. Coordinate and integrate parental involvement programs/activities
A parental involvement activities' calendar will be developed at the beginning of the school year to increase the number of parental engagement activities by the school administrative staff.

5. Develop appropriate roles for community-based organizations and businesses

We will work to strengthen our partnerships with various businesses and organizations to include, but not limited to, Communities in Schools, Queens Advantage, and Gentlemen of Distinction.

Additionally, we will incorporate family game nights, family science labs, math nights, and spoken word events to invite parents in school activities.

6. Conduct other activities as appropriate and feasible that is designed to help

parents become full partners in the education of their child:

One of our SLT committees sole purpose is to improve parental and community involvement so they will meet to assess when additional activities are necessary. We will also provide parent surveys to gain parent feedback on schoolwide decision making.

7. Ensure that information related to parent involvement is sent home in the language used in the home:

We will work to disseminate all notifications in at least English and Spanish,

VIII. English Learners and Disabled Parents and Families

A. Provide full opportunities for the participation of English Learner parents or with disabilities

B. We will make the same opportunities available to all of our parents including the parents of LEP students and parents of exceptional children.

- Surveys
- Parent Engagement
- Polls
- Newsletters
- End of every quarter and before the quarter begin- Parent Conference
- Mental Health Check-In
- Support the family
- Parental support
- Teambuilding
- Parent vs. Students Sporting Events

IX. Parent/Family Requests

A. Describe how you will provide reasonable support for activities requested by parents and families.

- Parent Workshops
- Curriculum Night
- Quarterly Parent/Student Conferences
- Canvas orientation
- PowerSchool orientation
- continue to collaborate with relationships with UNCC to create student learning opportunities.

We will have meetings of the Parental and Community Engagement SLT committee as well as SLT and we are working to build an operational PTSA. Additionally, we will utilize the sponsorships and donations from our community partners as incentives to build partnerships and involvement.

Provide opportunities for families to advocate for students and school.

X. Annual Evaluation

A. Discuss timeline and plan for involving parents and families in an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools.

We will distribute a parent survey in the fall and spring of each school year.

XI. Other Parent and Family Engagement Practices (School may include the following).

Only describe the ones you choose to implement

A. Describe how your school addresses the following, only if practices are part of your schoolwide plan.

1. Involve parents/families in the development of training for teachers, principals and other educators:

We will solicit parents, family members, and/or stakeholders to be involved in the development of training teachers, principals, and other educators to improve the effectiveness of the training by verbally making a request for resources/services.

2. Provide necessary literacy training:

We are working to establish programs for parent education and other courses or training for parents (e.g. family literacy, college or training programs).

3. Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care cost:

We will use Title 1 Funding to pay reasonable and necessary expenses associated with local parental engagement activities to enable parents to participate in school-related meetings and training sessions.

4. Train parents and families to enhance the engagement of other parents:

We will use the "Parent Train the Trainer Model", where parents learn a skill and simultaneously learn how to teach other parents that skill.

5. Arrange school meetings at a variety of times or conduct virtual conferences for those unable to attend school activities.

Some of our Parent Nights such as the TD Annual Parent Meeting are offered in the morning before school and in the evening after 5:30pm. We also hold our SLT meetings on the 1st and 3rd Thursday of the month at 8AM. All meetings are held via Zoom for maximum engagement.

6. Adopt and implement model approaches to improving parent and family engagement. We are adopting and implementing the Dual Capacity-Building Framework for Family-School Partnerships Model.