



Parent and Family Engagement Policy 2023-2024

Ridge Road Middle School

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.

Daniel Gray- Principal, Craig Higgins -Assistant Principal, Kimberli Darling- Assistant Principal, Natasha McBryde - Dean of Students, Taylor Elkins - Multi-Classroom Leader, Nina Franklin -Counselor, Tina Payne -Teacher

Parents include: Denise Cole, Lisa Divers-Nelson, Adam Lingle, Uniquika Lockett

- B.** Briefly describe the process your school used to:

1. The School Improvement Team (SIT) was selected to discuss and review to make any possible changes to the policy. Leadership team sent out multiple ParentSquare messages, used the school website, and weekly newsletters to communicate to all parents welcoming them to the SLT meeting so that input was received from all stakeholders. The plan was reviewed and discussed during the first SIT meeting on Thursday, September 28th.

2. See policy

II. Annual Information Meeting

Several meetings will be held throughout the year to discuss the school goals, achievement, and specific information regarding the Title 1 program here at Ridge Road Middle School. As of today, parent meetings have been held, which include open house, curriculum night, and PTSA meeting. All meetings will be recorded and posted on the school website.

III. Flexible meeting times

Meetings will be scheduled at various times to meet the needs of parents and community members. Based on the specific meeting, some meetings will be held during the day and also in the evenings. Our PTSA will develop and schedule parent meetings based on needs and training opportunities for parents and guardians. Meeting agendas and minutes will be recorded and posted on the school website.

IV. Title I Part A Planning

Parents will be involved in planning strategies through the school improvement team and newly formed PTSA. The school improvement team will meet once a month to discuss and plan Part A program. Agendas and meeting minutes are emailed out within 24 hours and are posted on the school website for any parent or community member to provide feedback or suggestions.

V. Parent Information and Opportunities

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

1. Principals weekly newsletter, school website, connectEd messages, ParentSquare messages, and Social Media
2. School website, school events, and school report card
3. Progress reports, report cards, parent/teacher conferences, and parent communication
4. All curricula and other state standards will be discussed and made available through teacher syllabus as well as teacher websites. Information will be given out in Spanish or other languages, when requested. Information will also be provided through the school report card.
5. Opportunities for regular meetings to participate in decision making will be done through the school improvement team, once a month, as well as feedback from our PTSA.
6. Timely responses to suggestions from parents will be done when suggestions are given within a 24 hour school day period in writing.
7. Reasonable access to staff, opportunities to volunteer and participate in child's class - Through teachers newsletters and/or school website. Our school family advocate will also be able to assist in setting up volunteer opportunities or to participate in their child's classroom.

VI. School-Family Compact

A. The school compact was discussed during a school improvement meeting and then put on the school website so that parents could view and/or make suggestions. The compact was translated into Spanish for parents at Ridge Road middle school. The compact is discussed at curriculum night/Title 1 annual parent meeting to inform parents about what the compact is for and how it relates to their child's achievement.

VII. Building Parent and Family Engagement Capacity

A. Briefly discuss how you will address the following:

1. Assistance to parents will be given through the school website, school report card, parent conferences, ParentSquare messages, progress reports, and reports cards. In addition, Title 1 information will be located on the school website under Title 1 page. Parents can also attend the Title 1 annual parent meeting for more information.
2. Material will be given through community partners and the school website under the Title 1 page.
3. Teachers and staff will have a workshop on parent/student relationships with diverse middle school needs and engaging parents at home.
4. Coordinate and integrate parental involvement programs/activities will be done with the PTSA and our community partnerships.
5. Appropriate roles for community based organizations and businesses will be developed in the school improvement team
6. Conduct other activities as appropriate and feasible that is designed to help parents become full partners in the education of their child
7. Information related to parent involvement is sent home in both English and Spanish at home.

VIII. English Learners and Disabled Parents and Families

Opportunities for the participation of parents with limited English proficiency or with disabilities will be done through an interpreter and any other need at the parent's request. Material will be translated to the appropriate language for parents.

IX. Parent/Family Requests

Support for parental involvement activities requested by parents will be done on a case to case basis. Our school improvement team, PTSA, along with community-based partners will help in suggesting parental involvement activities.

X. Annual Evaluation

Parents will be involved in the annual evaluation of content and effectiveness of the parental involvement policy in the spring of 2024. This will be done through the school improvement team.

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.

Ridge Road middle school will hold several after school learning opportunities for both students and parents. This will be an opportunity to learn more about the curriculum and ways parents and guardians can support their child from home. In addition, the school will arrange meetings at a variety of times or conduct in-home conferences for those unable to attend in school activities. This will be done through our student services department at Ridge Road middle school. We will conduct hybrid meetings using Zoom to ensure that parents are able to participate in school wide meetings. All meeting minutes will be posted on the school website.

{Please have this document translated into Spanish or other languages for your school}