

## Title I School-Level Parent & Family Engagement Policy

Nelson Avenue Middle School

SSC Approved: May 8, 2023

2.0 With approval from the local governing board, Nelson Avenue Middle School has developed a written Title I parent and family engagement policy with input from parents and family members through family surveys, as well as input from the School Site Council and English Learner Advisory Committee, which is then reviewed by the Council. The school distributes this policy to parents and family members of children served under Title I, Part A, as part of the new-student enrollment packet as well as part of the online registration information. The policy is also housed on the school's website. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4])

### 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 Nelson Avenue 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]).

At Back-to-School Night, Open House, School Site Council Meetings, and informal meetings with the administration, parents have the opportunity to learn about the components of the Title I program and its purpose to close the achievement gap of our at-risk students.

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

Evening meetings are those such as Back-to-School Night, Open House, and English Learner Advisory Committee (ELAC). Afternoon meetings are those such as Site Council. Morning meetings are those such as Pastries with the Principal, and as always, individual meetings can be arranged to suit the needs of families.

- 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]).

School Site Council meetings are the main opportunity for parents and families to get involved in the school site's planning, reviewing and evaluation processes. These meetings are open to all and are publicized in newsletters, marquees, and Parent Square (voicemail, text, email).

- 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])

Information is provided to parents in a variety of ways at Nelson Avenue Middle School, which includes, but are not limited to the following: Back-to-School Night, Open House, Parent Conferences, School/Home Compact, Student/Parent Handbook, monthly newsletters, annual surveys, School Site Council Meetings, School website, and School Accountability Report Card.

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])

During Back-to-School Night and parent conferences, teachers provide parents with timely information on California Common Core State Content Standards, district-adopted and site-supplemental curriculum, state and district assessments and the proficiency levels of their students. At Title I informational meetings, the principal provides information on the school-wide Title I program, curriculum utilized and the cut-off scores for each proficiency level. Parents learn what programs and services are available for their students. Teachers provide course syllabi and are proactive in contacting parents when student academic concerns arise. Suggestions are provided on how parents can assist their child in making adequate progress.

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])

Requests and/or opportunities for parents are not limited to the following: formal parent-teacher conferences, informal requested parent meetings, Back to School Night, School Site Council, English Learner Advisory Committee, and Student Study Team (SST) meetings.

- 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])

Nelson Avenue Middle School will submit to the LA all written documentation of parent comments that reflect whether the program is not satisfactory.

## 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 establish 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 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])

Nelson Avenue Middle School provides parents assistance through parent-teacher conferences, informal parent requests, parent training, and through ongoing parent communication from the classroom teachers, as well as, providing parents information on standards mastery, assessment data, intervention and how to support and monitor their child's education. School counselors also provide opportunities for parents to meet and discuss data. This also occurs during Parent Education evenings twice per school year. Pastries with the Principal is another opportunity to provide parents with assistance in these areas.

- 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])

Materials/training provided to parents to help support their children's achievement is not limited to online tutorials for curriculum and standardized test practice. Other resources and training may be provided during Pastries with the Principal, Parent-Teacher Conferences, and Family Education Night.

- 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

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equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. § 6318[e][3])

Strategies to enhance parent involvement are discussed at site leadership meetings, office staff meetings, grade level/faculty meetings, and Site Council meetings, and are integrated into our educational program. For example, in May 2023, parents on the Site Council suggested having additional events such as Trivia Night and Career Night, which can be fun, engaging events for parents and students. Nelson will work to incorporate these types of events in the near future.

- 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])

Appropriate roles for community organizations will be developed.

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

School information, including communication about Title I programs, will be distributed in the languages spoken by the families of students in the school, as outlined in law.

- 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])

Parent involvement strategies within the School Plan for Student Achievement (SPSA) are integrated and based on parent input.

- g) If the SPSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the school district. (20 U.S.C. § 6318 (g))

Parents can submit comments through the Principal or School Site Council (SSC) if they are not satisfied with the program. Those comments will be shared with the Thermalito Union Elementary School District.

### **2.3 Accessibility**

Nelson Avenue Middle 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])

All parents, including parents with limited English proficiency are provided information in an understandable format as outlined in law.

## 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

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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 this part 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])

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])

Specifically, parent-teacher conferences will be held in November of each year on two separate days to accommodate parent work schedules.

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

The school will provide nine progress reports during the school year, with every third report being a trimester report card. Accessibility to teachers can be made in any of the following manners: telephone, email, or parent drop-in or appointment.

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])

We will solicit parent participation via volunteer forms at the beginning of the school year, communicate regularly with parents regarding their opportunities for school involvement, make parents feel welcome at school, and recognize their support annually.

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])

Examples of this communication are not limited to the distribution of electronic and hardcopy monthly newsletters, traditional mail and emails, and Aeries Communications system (voicemails, emails and texts), as well as gatherings such as Pastries with the Principal, Back-to-School Night, Open House, Invite Parents to Lunch Day.

*Please Note: This policy is updated periodically to meet changing needs of parents, family members, and the school.*

