

Conwell Middle Magnet School
Parent and Family Engagement Policy

School Year 2020-2021
Revision Date: May 7, 2020

In support of strengthening student academic achievement, **Conwell Middle Magnet School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Conwell Middle Magnet School** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA 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 local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

Section A: JOINTLY DEVELOPED

Conwell Middle Magnet School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

- Parents were invited and attended the Spring Parent meeting on May 7, 2020.
- All parents are invited to serve on the school improvement team for development and review of the school improvement plan when necessary.
- Parents are encouraged to complete a parent survey to give additional feedback on parental engagement activities

Section B: ANNUAL TITLE I MEETING

Conwell Middle Magnet School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

- The school will host a Back to School Night/Annual Title I meeting on September 24, 2020. The parents will be presented with information about the requirements of Title I part A, parent rights to know, state and local assessments including the PSSAs, school curriculum, how to work with educators and to track student progress

Section C: COMMUNICATIONS

Conwell Middle Magnet School will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

- Conwell Middle will provide parents with information in weekly newsletters and flyers, weekly school messenger posts through SIS, on the school website, at parent-teacher workshops, and through one on one telephone contacts. We ensure to the extent possible that information sent home is in the language and format that parents/guardians are able to understand. Translation services are available, when necessary, with support from the Family and Community Engagement Office. The school also has a bilingual Secretary who is instrumental in providing interpretive services to non-English speaking parents. This document and the parent compact will be sent home to all parents at the beginning of the next school year.

Section D: SCHOOL-PARENT COMPACT

Conwell Middle Magnet School will take the following actions to jointly develop with parents of participating children 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.

- Parents and Families are invited to jointly develop the School-Parent Compact during the Spring Title I meeting. Parents and school leadership developed the School-Parent Compact for 2020-2021 at a meeting on May 7, 2020.

Section E: RESERVATION OF FUNDS

Conwell Middle Magnet School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

- Parents were invited to the school's Winter Title I meeting held on January 28, 2020 to review the 20-21 budget and give feedback on how the parent involvement funds should be spent.
- Parents will be invited to give additional feedback on priorities and needs at this year's Winter Title I meeting.
- Parents can also provide feedback through the school's parent survey.
- The Annual TI meeting in the Fall informs all parents of the 1% Parent-set-aside so that new parents are made aware and can have input on how those funds are utilized.

Section F: COORDINATION OF SERVICES

Conwell Middle Magnet School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

- Conwell Middle school staff attend staff development to improve the home-school connection. Also, efforts will continue to coordinate and integrate, as appropriate, parental involvement with Corrective Reading, Corrective Math, and First in Math.
- The school Counselor meets with parents and students and guides students through the High School Selection process.
- "After School All Stars" provides comprehensive after-school programs to keep children safe and help them succeed in school and in life. The partnership provides the students with academic support, enrichment activities and health and fitness programs.
- Staff Alumni Project. Former students provide mentoring to current students. The goal is to ensure that the students meet with continued success once they leave the school.

Section G: BUILDING CAPACITY OF PARENTS

Conwell Middle Magnet School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

1. Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
2. Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement

3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - a) The challenging State’s academic standards
 - b) The State and local academic assessments including alternate assessments
 - c) The requirements of Title I, Part A
 - d) How to monitor their child’s progress
 - e) How to work with educators to improve the achievement of their child
 - All of the topics listed above will be discussed at Back to School Night in the Fall of 2020. All families will receive Title I information, course outlines for subject area classes and have the opportunity to sign the School-Parent Compact. A description and explanation of the curriculum, the forms of assessments used to measure student progress and the expected student proficiency levels will be shared with parents as well.
 - Individual parent-teacher conferences will be offered three times during the year.
 - Student assessment results and school performance profiles will be provided to parents as they are received by the school. These are also available on the Parent Portal.
 - Parents are given opportunities for decision making and provided with materials and training related to the education of their child through annual or requested parent-teacher conferences, Parent Orientation meetings, Open House, RTII Team meetings, Title I meetings, and school sponsored parent involvement activities.

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Conwell Middle Magnet School will provide training to educate 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 by:

- During a mandatory Professional Development day in the Fall/Winter, Conwell Middle school staff will receive professional development focused on working with parents as partners. During the session, staff will review the results of the parent survey and other feedback from parents.

Conwell Middle Magnet School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- Continue to advertise and hold parent meetings to gain parent’s input and support in strengthening the school and parent compact.

Erica M. Green
Principal Signature

9/16/2020
Date