

Science Leadership Academy Middle School
Parent and Family Engagement Policy
School Year 2020-2021
Revision Date: May 20, 2020

In support of strengthening student academic achievement, Science Leadership Academy Middle 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 Science Leadership Academy Middle 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:

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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

Science Leadership Academy Middle 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.

- **We will use the School Leadership Team to review the schoolwide documents such as the Comprehensive Plan and budget. All families will be invited by school leadership to a Winter parent meeting where the school's Comprehensive Plan and Budget will be discussed and will be invited to give input into the development of the plan. The president of the Home and School Association will be invited to this meeting as well as any other interested families.**
- **Parents are invited to a Spring Meeting to jointly develop the Parent and Family Engagement Policy and Parent-School Compact. The 2020-2021 documents were jointly developed during a meeting held on May 20, 2020. We will hold an annual Spring meeting in 2021 to craft the documents for the following school year.**

Section B: ANNUAL TITLE I MEETING

Science Leadership Academy Middle 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.

- **Families will be invited to the Annual Title I meeting in the Fall 2020. This meeting will take place in the evening to accommodate working families. The Title I Budget will be shared and reviewed, as well as the following Title I requirements: how to monitor your child's progress, academic standards, assessments, and parental engagement activities.**
- **Parents and families are also encouraged to give feedback to the school by completing the annual parent survey.**

Section C: COMMUNICATIONS

Science Leadership Academy Middle 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.

- **Title I information will be shared in both in-person events and through our list-serv.**
- **Every week the whole community receives an Advisory Memo that includes in-school and afterschool events such as family engagement opportunities, home and school events, conferences and enrichment activities.**
- **The School District is able to provide translation services for family communication in upon request and as necessary.**

Section D: SCHOOL-PARENT COMPACT

Science Leadership Academy Middle 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 staff will jointly develop the School-Parent Compact during the Spring parent meeting. Parents are invited to a Spring Meeting to jointly develop the Parent and Family Engagement Policy and Parent-School Compact. The 2020-2021 documents were jointly developed during a meeting held on May 20, 2020. We will hold an annual Spring meeting in 2021 to craft the documents for the following school year.**
- **Families are also encouraged to give on-going feedback to school leadership and to complete annual parent surveys.**

Section E: RESERVATION OF FUNDS

Science Leadership Academy Middle 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:

- **This is a three month process at SLA-MS. In February, families are polled as to what they would like Title I dollars to be spent on (including Part A) and what these funds have been spent on in the past. In March we receive our actual budget and begin to narrow our choices. In April, our budget is submitted, and we share with families what Title I will be purchases for the following school year. During the budget discussions, parents have the opportunity to offer input on the 1% Parent set-aside in addition to other budget initiatives needing discussion.**
- **Back to School Night also includes time when families are made aware of the 1% Parent set-aside.**
- **This year, the parent winter meeting was held on 1/13/2020.**

Section F: COORDINATION OF SERVICES

Science Leadership Academy Middle 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:

- **Administration will be present at Home and School meetings to give technical guidance on academic questions that families may have.**
- **We will maintain our online student progress systems (FamilyNet and Google Classroom) so families can always follow student progress.**
- **We will give families quarterly benchmark project rubrics in all subjects to support family involvement in progress monitoring.**
- **We will hold evening family events that will focus on student academic achievements and presentations.**
- **During Report Card Conferences, we will run family workshops to assist families with monitoring their student's progress, including discussion of how to access Google Classroom and FamilyNet, our online systems for tracking student progress.**

Section G: BUILDING CAPACITY OF PARENTS

Science Leadership Academy Middle 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
 - **The Annual Title I meeting will address the State's Academic Content Standards, Parents Right to Know, curriculum, Title I requirements, assessments, monitoring your child's progress, and how to work with educators to improve academic achievement.**
 - **Advisory Memos sent home weekly will provide parents with additional information about assessments, monitoring progress, and explanation of curriculum.**
 - **During Report Card Conferences we will run family workshops to assist families with monitoring their student's progress, including discussion of how to access Google Classroom and FamilyNet, our online systems for tracking student progress**

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Science Leadership Academy Middle 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:

- **Throughout every school year, our staff go through a comprehensive on-boarding process, including Summer professional development focused on family involvement. Each faculty member is the advisor to 22-23 students for all 4 years of middle school. The advisor serves as the chief advocate for the student, and first point of contact for families on all matters. Professional development on being an advisor is done throughout the year during our weekly staff meetings as well.**
- **Feedback from the parent surveys will inform the professional development for staff.**

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

- providing necessary literacy training for parents
- training parents to enhance the engagement of other parents

Principal Signature

Date