

# New Jersey Department of Education

## Title I School Parent and Family Engagement Policy

### William Allen Middle School

Title I, Part A regulations require that each school served under Title I, Part A jointly develop with and distribute to parents of participating children, a written involvement policy agreed on by the parents that describes the requirements of the Elementary and Secondary Education Act (ESEA) section 1116. Parent and Family Engagement (c) through (f) as listed below:

#### A. Policy Involvement

Each school served under this part shall —

1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;
  - *Two meetings were offered this year, on November 14 at 6:30 p.m. and on November 18 at 9:30 a.m.*
2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parent and family engagement;
  - *Meetings were offered at two different times, and information is shared on the district website. Individual meetings are welcomed and offered to those parents who could not attend.*
3. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy;
  - *Describe in detail the method used to identify students for Title I assistance at the Parent Meeting*
  - *Review Parent/Teacher/Student Compact at Parent Meeting*
  - *Review District and School Level Involvement Plan at Parent Meeting*
  - *Offer parents the opportunity to meet with Title I tutors to understand strategies being utilized*
  - *Convene a second parent meeting towards the end of the school year to review the current plan and make suggestions for moving forward.*
4. Provide parents of participating children —
  - (A) Timely information about programs under this part;

(B) 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 students are expected to meet regarding the challenging State academic standards; and

(C) 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.

- *Annual Parent meeting is held at the beginning of each year;*
- *The Annual Parent meeting covers information regarding assessment and standards;*
- *Parents entering a support program are invited in for individual meetings with teachers to discuss goals and curriculum;*

## **B. Shared Responsibilities for High Student Academic Achievement-**

As a component of the school-level parent and family engagement policy, each school 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.

- *The Parent/Teacher/Student compact is reviewed at the Annual Parent Meeting, as well as the district-level parent involvement policy.*
- *WAMS distributes the parent and family engagement policy each year. Parents are encouraged to offer improvements/suggestions.*
- *Suggestions are also discussed at the second parent meeting*

## **C. 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 under this part —

1. Shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;
  - *Described in the Annual Parent Meeting*
2. Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement;
  - *Described in Annual Parent Meeting*
  - *Parent Workshop suggestions are also discussed at Parent Meeting*
3. Shall educate teachers, pupil services personnel, principals, 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;
  - *Described in Annual Parent Meeting and during regular planned activities at the building level.*

4. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand;
  - *The district will communicate with parents through the means that the principal has established as the most appropriate for each family. This may include email, website, telephone communication, hard copy sent home via backpack or hard copy mailed home. Likewise, information will be translated into the language that is utilized by the parent.*
5. May provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;
6. May pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
7. May train parents to enhance the involvement of other parents;
8. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parent and family engagement and participation;
9. May adopt and implement model approaches to improving parent and family engagement;
10. May establish a district wide parent advisory council to provide advice on all matters related to parent and family engagement in programs supported under this section;
11. May develop appropriate roles for community-based organizations and businesses in parent and family engagement activities; and
12. Shall provide such other reasonable support for parent and family engagement activities under this section as parents may request.

*(For numbers 6 - 14, list any activities and/or actions your school will be implementing.)*

#### **D. Accessibility –**

In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

- *All information is shared to families eligible to receive Title I services in a manner that would enable them to participate. In most cases, the Principal or other school employee will reach out to the family and explore barriers and implement a plan for full participation.*