

Title I Parent and Family Engagement Policy Daniel Webster Middle School

School Year 2018-2019

Daniel Webster Middle School has developed a written Title I parental involvement policy with input from Title I parents. The policy reflects the involvement of parents through Coffee with the Principal Vision Workshop, Parent Survey, ELAC Advisory committee, and School Site Council meetings. It has distributed the policy to parents of Title I students. Advisory teachers distributed a flyer two days prior distributing to students for home delivery. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Section I: POLICY INVOLVEMENT

To involve parents in the Title I program at Daniel Webster Middle School, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
The Title I meeting convenes each year traditionally on Back to School Night and notifies parents of the meeting via website, flyer, letter to parents, Parent Center, and PA announcements
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
Title I meetings are held in various venues, such as, Targeted Student Assemblies, Parent meetings prior to PHABO Conference night, the regular ELAC and SSC meetings, and Coffee with the Principal.
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy.
The school encourages parents to attend monthly School Wide Assemblies, and with additional supplemental meetings, Parent Workshops and Coffee with the Principal. Notification is via Flyers, Letters, Connect Ed, and school website. The school conducts surveys, workshops and parent meetings in the Parent Center.
- The school provides parents of Title I students with timely information about Title I programs.
The school provides literature in the Attendance and Main offices in English and Spanish, Fliers are distributed during Advisory and Period 6, Agendas are Posted in Main office, Library and at local businesses; the Annual Title I meeting is usually conducted on Back to School Night, and ELAC and SSC regularly address Title I program information.
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
The school conducts workshops in the Parent Center, parent meetings are designed for targeted students not meeting culmination and/or A-G requirements. One-on-One Progress Report conferencing for 6th, 7th, and 8th grade students after each grading period. On-going letter correspondence regarding culmination progress. Meetings with the Counselor as needed.
- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
The school encourages all parents to attend ELAC and SSC monthly meetings. The Parent Representative is available and the Parent and Family Center is open Monday through Friday from 8:00am to 12:00pm. The school regularly communicates through Connect Ed, Flyers, Website, and invitational to workshops and special meetings.

Section II: SHARED RESPONSIBILITIES FOR HIGH ACADEMIC ACHIEVEMENT

Webster Middle School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities
- ***Webster is committed to using all resources to support all scholars and promoting excellence in academics and social development. School Site Council agendas included the PIP process, Comprehensive Needs Assessment conducted and on-going to drive the policy. Faculty meetings included all teachers and staff members; surveys helped to inform the decisions and policies adopted. Many Title I students are also ELs, and at the ELAC meetings, parents participated in contributing to the policy.***

Section III: BUILDING CAPACITY

Webster Middle School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.
Webster regularly presents information regarding content standards, assessments, and monitoring system through the Parent Center, Bi-Semester Grade Level Meetings, Parent Conferences, and monthly ELAC Committee and SSC meetings. Information is made available in the Counseling Office through district literature. Furthermore, Student of the Month assemblies included parent participation. Progress Reports are mailed home every five weeks in the primary language of the student.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.
Webster provides assistance through the Parent Center by facilitating workshops, literature, and parent representative availability on Tuesday and Thursday in the morning. The school conducts periodic surveys to assess the needs of parents in order to equip them with the tools needed to assist the student.
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.
Webster encourages parent participation through the Parent Center by promoting a parent volunteer program, invitational to visit student classrooms, and canvassing student interests to coordinate parent involvement. One example is the sponsorship of Lunch with Your Scholar twice a year.
- The school coordinates and integrates the Title I parental involvement program with other 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.
Webster sponsors several programs such as Campus Beautification, Visual and Performing Arts performances during the school year, Career Day, the STAR program, Communities in School

sponsored assemblies, and Excellent Attendance and Student of the Month assemblies are open to parent participation.

- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
Webster notifies parents through school website, periodic newsletters, Connect Ed, flyers, and various mailings and packets distributed through Advisory and Period 6. Agendas for ELAC and SSC are posted publically in the Main Office, the Counseling Office, outside the Library, and in the community.
- The school provides support for parental involvement activities requested by Title I parents.
Webster makes available the Parent and Family Center from Monday through Friday at 8:00am to 12:00pm, monthly ELAC committee meeting on the third Thursday of the month at 4:00, and Coffee with the Principal to hear the needs and concerns of the parents. A Comprehensive Needs Assessment incorporates parent information through opportunities sponsored by the Parent Center.

Section IV: ACCESSIBILITY

Webster Middle School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

- **Webster provides information and reports to all Title I parents through the School Report Card, School Experience Survey results, Periodic Newsletters, and ELAC and SSC monthly meetings. The website is updated regularly with current news, events, and achievements.**

Adapted from <http://www.cde.ca.gov/la/pf/pf>