

School Parent and Family Engagement Policy
Caledonia High School
of
Lowndes County School District
School Year 2018-2019
Revision Date 09/19/2018

In support of strengthening student academic achievement, **Caledonia High 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).

Caledonia High 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

Caledonia High School teachers and staff are committed to providing a quality educational program that will challenge all students to attain their greatest potential. We believe that when the school and parents work together, children will succeed in school and throughout life. Parents play an extremely important role as the children's first teachers and their support for their children and for the school is critical to the success of the student and the school. Caledonia High School believes in the importance of good communication between the home and the school in building a successful learning environment for all students. It is our desire to provide multiple opportunities for parents, students and school staff to establish strong, meaningful and lasting connections.

JOINTLY DEVELOPED

Caledonia High School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of the Parent and Family Engagement Plan, 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.

Caledonia High School has developed with parents, and distributed to parents, the Caledonia High School Parental Involvement Policy that the school and parents agreed upon. Parents have been notified about the school parental involvement policy in an understandable and uniform format, and the policy has been distributed to parents in a language understandable to both parties. The Parent Advisory Committee will annually update the Caledonia High School Parental Involvement Policy to meet the changing needs of the parents and the school.

The Parental Involvement Policy is distributed to parents through the following methods:

- Registration
- Parent Nights
- Newsletters
- School/District website
- Other special school events

COMMUNICATIONS

Caledonia High School will take the following actions to provide parents of participating children the following:

- 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 and family engagement.
- 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:

Caledonia High School will convene parent meetings each year in order to inform parents about the parental involvement policy, school curriculum and assessments, and parents' right-to-know.

Caledonia High School will hold a flexible number of meetings at varying times in order to accommodate parents' schedules.

Caledonia High School will involve parents—in an organized, ongoing and timely way—in the planning, review, and improvement of the parental involvement program and policy.

Caledonia High School will provide this information to parents through the following methods:

- Newsletters
- Schoology
- Schoology School Calendar
- School website
- Emails
- Telephone calls

In order to ensure effective Parental involvement and to support a healthy partnership among the school, parents, and the community, Caledonia High School will do the following activities:

- Send informative letters home to parents
- Hold helpful meetings to discuss student progress and strategies for improvement
- Provide workshops four (4) times a year to help motivate parents for success

Caledonia High School will, with the assistance of the district, provide assistance to parents in understanding topics such as:

- The state and district's academic achievement standards
- The state and district's academic assessments including alternate assessments
- Title I requirements
- How to monitor their child's progress and utilize Schoology
- How to work with the school and teachers to ensure student success

SCHOOL-PARENT COMPACT

Caledonia High 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.

Caledonia High School has jointly developed and distributed to parents, a school-parent compact that outlines how parents, teachers, principals, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents will develop a partnership for student success. The school-parent compact addresses the following items as well as any items added by parents and students:

- The school's responsibility to provide high-quality curriculum and instruction
- The parent's responsibility to support their child's learning
- The teacher's responsibility to provide instruction, direction, enforce rules, and communicate with parents
- The partnership needed for children to achieve the state's high academic standards

COORDINATION OF SERVICES

Caledonia High 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:

The designation of a parent coordinator on the Caledonia High School campus is a way to help coordinate parents and parental involvement programs. The parent coordinator serves as a liaison between the school and the parents. The parent coordinator helps to organize regular parent meetings and other programs and events where parents are invited to come out and meet with teachers and administrators concerning their child's progress in the school. These meetings are set aside as a time to build and help maintain parent relationships with the school and the teachers. Parent Coordinators will hold at least four (4) parent workshops throughout the school year. The parent coordinators are available to discuss issues such as homework help methods, time management strategies, and organizational skills in addition to helping connect parents to answers of general questions. Parent Coordinators meet with the district liaison at least four (4) times a year to help maintain the parental involvement programs at each school.

BUILDING CAPACITY OF PARENTS

Caledonia High 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:

- 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
- 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
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic standards
 - The state and local academic assessments including alternate assessments
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child

In order to ensure effective involvement of parents and to support a partnership among Caledonia High School, parents, and the community, the school does the following:

- a. Assist parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children
- b. Provide training opportunities for parents, faculty, and staff for improved student achievement:
 - Professional development for faculty and staff
 - Parent education/involvement workshops for parents/guardians
 - District Parent Resource Center at Central Office
 - Parent Coordinators at each school to serve as a liaison between the school and the parents
- c. Provide parents with opportunities that explain state academic and achievement standards, state and local assessments, and student progress
 - Parent/Teacher conferences
 - Parent and Family Engagement Nights
 - District and school level report cards
- d. Provide opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children
- e. Implement the following key strategies to increase meaningful parental involvement to help improve student learning:
 - Family engagement meetings where parents are invited to come to the school to meet with teachers and administrators concerning their child's progress
 - Scheduled Parent and Family Engagement meetings throughout the year to help maintain relationships with teachers and administrators

- Encourage parental involvement through volunteer opportunities, Parent and Family Engagement Advisory committees, and other ways to show the parents that they are welcomed and needed at the school
- Provide regular events that showcase student learning and talent and invite parents to participate
- Provide parents training to access their child's attendance and grades online by using Schoology via the district's website

BUILDING CAPACITY OF SCHOOL STAFF

Caledonia High 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:

Caledonia High School will use the following to build their capacity to work with parents as equal partners.

- District Staff Development Opportunities
- School Staff Development Opportunities
- Professional Development Resources

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

Parents' Right to Know

The Parents' Right-to-Know letter is issued at the beginning of the academic year and given to all parents of incoming students.

Caledonia High School provides parents information about their right to know the qualifications of their child's teacher. This notice is sent to parents each year along with information regarding any person that does not meet the highly effective criteria required by Every Student Succeeds Act (ESSA). When a student is being taught by a teacher who is not highly qualified, a notification letter is sent home to the parents of those students. When a substitute teacher has been in a classroom for more than four consecutive weeks and is not highly qualified, a notification letter is sent home to the parents of those students.