

Diamond Valley Middle School

Title I -Level Parent and Family Engagement Policy

April 30, 2018

Diamond Valley Middle School has developed a written Title I parent and family engagement policy with input from Title I parents and family members. The policy, which is reviewed as part of Single Plan for Student Achievement (SPSA) and through site advisory groups, i.e., School Site Council (SSC), English Learner Advisory Committee (ELAC), Parent Teacher Student Association, and through analysis of teacher, parent and student surveys. It has distributed the policy to parents of Title I students in the informational materials that are distributed to parents at the beginning of the year. The policy describes the means for carrying out the following Title I parent and family engagement requirements [20 USC 6318 Section 1118 (c),-(g) inclusive].

Involvement of Parents in the Title I program:

To involve parent and family members in the Title I Program at Diamond Valley Middle School, the following practices have been established:

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements and the right of the parents to be involved. (20 USC 6318 (c)(1))
 - Back to School Night

- b) The school offers a 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 involvement. (20 USC 6318 (c)(2))
 - Morning Coffee with Principal
 - English Language Advisory Committee
 - AVID Night
 - Pizza with Pop Night
 - School Site Council
 - Parent Teacher Student Association

- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review and improvement of the schools Title I program, including the

planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan. (20 USC 6318 (c)(3))

- An annual survey of parents is conducted to assess needs, determine barriers, and evaluate the effectiveness of the parent involvement activities

d) The school provides parents of participating students with

1. Timely information about the Title I program (20 USC 6318 (c)(4)(A)) through:

- ParentLink telephone calling system
- School Peachjar Messenger with Attachment
- Website in the "Parents" section
- Hard copies available in the front office

2. 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 (20 USC 6318 (c)(4)(B)) through:

- At parent-teacher conferences, assessment information on student academic progress and grade level standards are shared with parents. Student progress in relation to state and local standards and national norms will be explained to parents including curriculum being used, grade level expectations for proficiency, data reporting for STAR and local assessments and available intervention in reading, language arts, and mathematics for students needing assistance.
- The School Accountability Report Card

3. 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 suggestions as soon as practicably possible. (20 USC 6318 (c)(4)(C))

- Informal parent requests for meetings with teachers, counselors and administration
- Coffee with the Principal
- Back-to-School night/Open House event
- SSC
- ELAC
- PTSA

- e) If the school-wide program plan 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 education agency (20 USC 6318 (c)(5))
- Email
 - Direct contact with the office staff
 - Meet with the administration to voice concerns

Building Capacity for Involvement:

To ensure effective involvement of parent 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 with Title I, Part A funds, the school has established the following practices:

- a) The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 USC 6318 (e)(1))
- Evening and daytime workshops will be provided for parents specifically focused on understanding the Common Core State Standards, and Smarter Balanced Assessments
 - At parent-teacher conference, informal parent requests, parent trainings, and through teacher's ongoing parent communication, information on standards mastery, assessment data, intervention, and how to support parents in monitoring their child's education are provided.
- b) The school provides parents with material and training to help parents work with their children to improve their children's achievement. (20 USC 6318 (e)(1))
- Training to empower parents to support and assist their children's education. This may include such activities as: Family Math Training, Family Reading Night, Family EL Night, and Science Night.
 - Parents are given access to school library to check out leveled readers to provide additional reading materials to support student achievement
 - Parent Liaison working with individual parents on creating and monitoring student achievement through AERIES.
 - PBIS Specialists and Parent Liaison provide parents with community services to meet the social emotional needs of students
- c) The school educates 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. (20 USC 6318 (e)(3))

- At staff meetings, parent survey results are reviewed and strategies for parent engagement and partnerships are discussed and integrated in SPSA
 - Parent concerns are addressed by the Parent Support Team and PBIS teams
- d) The school, to the extent feasible and appropriate, coordinates and integrates the parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. (20 USC 6318 (e)(4))
- Coordination of parent involvement activities at the site are done the Parent Liaison, ASB coordinator, and/or the SSC
 - PBIS Specialist and Parent Liaison coordinate with outside resources to include the district Parent Center for social emotional and personal needs (clothing, counseling and food)
 - Parents are encouraged to volunteer in their child's classroom, on field trips and during school wide events
- e) The school ensures that information related to school and parent programs, meetings, and other activities to parents is sent in a format and, to the extent practicable, in a language the parent can understand. (20 USC 6318 (e)(5))
- School information, including communication about the Title I program, will be distributed in all the major languages spoken by the families of the students at the school
- f) The school provides such other reasonable support for parental involvement activities as parents may request. (20 USC 6318 (e)(14))
- Parent involvement strategies within the SPSA are integrated based on parent input through survey data
 - Parents may submit comments through the Principal and/or the SSC if they are not satisfied with the school plan activities
 - Parent requests in alignment with our school wide mission and vision are considered. Requests are granted based on maximum impact, fiscal feasibility, and capacity building.