



B.B. Comer Memorial High School Parent and Family Engagement Plan 2023-2024

Policy Involvement

B.B. Comer Memorial High School will hold an **annual meeting** in which all parents will be invited to review, discuss, and revise the Title I Plan and Parental Policy. Parents will have the opportunity to offer their input into the **planning, improvement, and review of the Title I Plan** and the Parental Involvement Policy. A calendar of events will be discussed and activities will be planned as part of **parental involvement in decision/making** policies in school.

Parents may request regular meetings to offer suggestions and **participate in some of the decisions** relating to the education of their child. Any parental request will be addressed within two weeks of receiving the request.

Parents may send any **comments or concerns about the school-wide program** plans to the Parent Involvement Coordinator for B.B. Comer Memorial High School, Lauren Morris. They will be submitted to the superintendent when the school-wide plan is sent to the Federal Programs Coordinator.

B.B. Comer Memorial High School shall also do the following:

(1) 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.

- Inform parents of current academic content standards;
- Distribute student academic assessment data to parents;
- Provide parent training and resource materials on interpreting test data, test preparation, how to provide effective homework assistance, effective communication with teachers, how to be involved at your child's school;
- Communication through the district website and other communication channels, such as social media outlets;
- Conduct Annual Title I Parent meetings to discuss requirements of Part A and inform parents of their rights;
- Open house;
- Provide information about the best ways to contact your child's teacher;

(2) 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 (including education about the harms of copyright piracy), as appropriate, to foster parental involvement.

- Offering alternative presentation formats using technology such as recorded parent meetings;
- Providing digital devices and virtual learning support for families;
- Providing take home materials that use technology and inform parents of effective ways to use technology to improve academic achievement. (computer assisted math, language, and reading programs, digital devices, etc.);
- Receiving assistance from school counselors in locating resources to address family needs;
- Parent workshops;
- Training on technology and copyright information.

(3) 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.

- Conducting professional development with personnel in charge of registration and those who are first points of contact each year to eliminate barriers during the registration process;
- Informing teachers when workshops and information is available on various subjects;
- Purchasing materials and providing training personnel on how to effectively work with parents, including building parental capacity to increase academic achievement;

- Providing training for all teachers on virtual learning;
- Compiling and distributing a list of community agencies;
- Providing training for faculty/staff on ways to communicate and involve non-English speaking families and raise cultural awareness;
- Providing opportunities for collaboration on developing strong parent and family engagement;
- Providing training and continual support for local school homeless/foster care liaisons;
- All faculty and staff of Title I schools will receive ongoing training on effective communication strategies to build parent capacity.

(4) Shall, to the extent feasible and appropriate, coordinate and integrate 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, that encourage and support parents in more fully participating in the education of their children.

- Provide information on school expectations and standards on effective parent communication;
- Collaborate with various community agencies;
- Meet with local elementary schools and high schools to encourage them to use parent resource materials and professional libraries.

(5) 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.

- Send LEA and local school plans to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, translate in a language the parents can understand;
- Translate communication and relative policies, as needed;
- Provide, to the extent practicable, translators at parent meetings/conferences;
- Provide, to the extent practicable, parent resource materials in a language that parents can understand;
- Post the LEA Parent and Family Engagement Plan on the TCBOE website (to the extent practicable, in a language the parents can understand);
- Use additional translation services for written and oral communication. (TransAct);
- Provide, to the extent practicable, virtual parent meetings throughout the school year;
- Provide interpreter services at parent events, if needed.

(6) Provide such other reasonable support for parental involvement activities under this section as parents may request.

- Maintain open lines of communication with all parents and encourage them to voice their concerns and their needs as parents may request;
- Encourage parents to participate in Title I planning committees;
- Encourage parents to participate in other LEA committees;
- Parent's Right to know communication.