

MARIN'S COMMUNITY SCHOOL – PHOENIX ACADEMY

Title I, Part A School – Level Parent and Family Engagement Policy

This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements under ESSA Section 1116(c).

Each school served under this part, shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). (ESSA Section 1116[b][1])

This family engagement policy was developed and approved by the Combined School Site Council/English Learners Advisory Committee.

Parents and families receive a packet at the start of every school year and/or when they enroll, which will include this policy in Spanish and English. We will also present our Parent Compact, a simplified version of this policy, at that time. In addition, we review the policy at each of our parent meetings throughout the year.

We recruit parents to our Combined School Site Council/English Learners Advisory Committee (SSC/ELAC), through these mailings, as well as via Remind texts, on phone calls and in-person as we meet with them throughout the year. In addition, we provide a parent survey twice yearly, to see what is working and what we might need to change to meet the needs of the parents and the school.

Thus far, we have not needed the policy in a language other than Spanish and English, but we have connections with translators who can help us if and when that need arises.

To involve parents in Title I, Part A programs, the following practices have been established:

Our school qualifies as a Title 1 school. As such, we target our communications to all parents equally. We communicate via telephone, text message, snail-mail, and in person. In addition, we have regular parent/family meetings where we reach out to all parents and families for feedback on our programs and how our school is meeting the needs of all the students.

The school convenes an annual meeting to inform parents about Title I, Part A requirements and about the right of parents to be involved in the Title I, Part A program (ESSA Section 1116[c][1]).

Not applicable – we operate a school-wide program, so notification is the same through the means described below.

The school offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2]).

We offer six parent meetings throughout the year mixed between Saturday mornings and Thursday evenings. Our administrators, including our Parent and Family Engagement Specialist, hold meetings throughout the school week that we schedule around parent work schedules. Our SCC/ELAC meets monthly in the late afternoon to accommodate the schedules of all members of the committee.

We communicate about these meetings through the mail, text message, and phone calls; and we offer translation services, childcare, and food to support all families.

The school involves parents of Title I, Part A students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs and the Title I, Part A parent involvement policy (ESSA Section 1116[c][3]).

Through the parent and family meetings mentioned above, we provide time and protocols to support parents in understanding our programs and to support us assess their effectiveness in helping students achieve at high levels. If parents cannot attend the meetings, we send surveys via text and talk to parents in individual meetings throughout the year.

The school provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116(c)(4)[A]).

We provide information about Title 1, Part A program in the following ways.

1. We send the information and parent compact in parent and family mailing and enrollment packets sent to returning and new students at the start of school and throughout the year as new students are enrolled.
2. We solicit feedback and provide opportunities for parents and families to be engaged in evaluating our programs at all parent and family meetings.
3. We update the LCAP, including the action plans associated with Title 1, Part A, yearly in the spring, including parent input from the meetings mentioned above, as well as surveys and ongoing conversations.

The school provides parents of Title I, Part A 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 (ESSA Section 1116[c][4][B]).

We provide information in Spanish and English in the following ways:

1. At Back to School Night in September, as well as at Student Exhibition Nights in December and May each year, we review our curriculum, grading practices, and ways in which students show growth and proficiency.
2. We mail home grades and transcripts each quarter with a letter that explains student progress.
3. We mail information from CDE about assessment programs and proficiency levels, including CAASPP and ELPAC, in January of each year, and mail home the results as they are available in the summer and fall.

If requested by parents of Title I, Part A students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c][4][C]).

We provide meetings with all parents, with translation services, as requested. We meet with parents and students to discuss each student's Roadmap for Success; a document that outlines student goals and plans for achieving those goals, including classes taken, internship, jobs, and other supports as needed.

The school engages Title I, Part A parents in meaningful interactions with the school. The Compact 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, Part A parents with assistance in understanding the state's academic content standards, assessments, and how to monitor and improve the achievement of their children (ESSA Section 1116[e][1]).

- We provide parents and families with the English and/or Spanish version of California's testing system and information about monitoring the summative achievement of each student yearly before and after the state testing window.
- Yearly, and more often as requested, we work with all parents to understand our standards-aligned courses and our progress reporting and grading systems. Parents can access our Course Management System through their phones, and we provide training on how to do that.
- We meet with all senior parents and other parents as needed regarding progress toward graduation.
- We provide translation services for all parent communications and meetings.

The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

In all of the ways described above, we provide training and materials to parents and families so that they can support their student's achievement.

With the assistance of Title I, Part A parents, the school educates staff members in the value of parent contributions and in how to work with parents as equal partners (ESSA Section 1116[e][3]).

The foundation of our professional development is student engagement and building a community of learners through intentional development of social and emotional skills. This includes working with families and other service providers to support the whole student.

We are working through our Family Engagement Specialist to build the capacity of our families to help us plan the professional development. For now, we take feedback from surveys in an effort to tailor programs to suit the needs of all students.

The school coordinates and integrates the Title I, Part A 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 (ESSA Section 1116[e][4]).

We are a small, one-school District, and therefore all services described in this plan are to support all parents.

The school distributes Information related to school and parent programs, meetings, and other activities to Title I, Part A parents in a format and language that the parents understand (ESSA Section 1116[e][5]).

We translate all communication into Spanish as needed. Spanish is currently the only second language of our parents. If that changes, we have resources to translate all written communication into most languages.

Parents and Families have told us that they prefer text messages, so we use Remind to send information via text. We also use telephone calls and regular mail.

The school provides support for parental involvement activities requested by Title I, Part A parents (ESSA Section 1116[e][14]).

To support parent involvement activities, we:

1. We dedicate resource to hire a Family Engagement Specialist who works with parents individually, in small groups, and large groups to understand their needs and concerns, and to help bring their ideas to the operation of the school programs when appropriate.
2. We communicate all involvement opportunities in Spanish and English, and in multiple formats – text messaging, regular mail, and phone calls.
3. We partner with community agencies to bring opportunities and resources to our families, including the County of Marin; the Multicultural Center of Marin; Marin Juvenile Probation; Huckleberry Youth Services; Marin Community Clinics; Bay Area Community Resources, and others.

4. We offer meetings at a variety of times to suit the needs of parents and families.
5. Because of our small size, we have a Combined School Site Council/English Learner Advisory Committee that also works on our LCAP. We engage parents beyond that committee to ensure we have a variety of ideas and information.
6. Facilitate multiple other activities to ensure and increase parent involvement.

The school provides opportunities for the participation of all Title I, Part A 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 (ESSA Section 1116[f]).

This policy was adopted by the Marin's Community School on October 19, 2019; and will be in effect for the period of January 7, 2020 through June 30, 2021.

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before: January 7, 2022.

Katy Foster, Principal

Katy Foster

Signature Of Authorized Official

7/7/21

Date