



Canutillo Middle School  
Parent and Family Engagement Policy  
ESSA Section 1116  
2024-2025

1. Canutillo Middle School STEAM Academy 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, who shall describe the means for carrying out the requirements of ESSA Section 1116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. Section 1116 (b)(l) & (e)(S)

***Parents and staff at Canutillo Middle School STEAM Academy have jointly developed and agreed on the following Parent and Family Engagement Policy. The Policy will be posted on the school website, given out at the annual Title I meetings, during the PAC (Parent Advisory Council) meetings, and during the parent teacher conferences. It will also be available in the Canutillo Middle School front office and parent resource center, room 309 for any parents who request it. All meetings and conferences will be held online or in person (depending on or the organizer).***

2. Canutillo Middle School STEAM shall meet an annual meeting, at a convenient time, to which all parents and participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved; Section 1116 (c)(l)

***In order to build a dynamic, home-school partnership, Canutillo Middle School STEAM Academy will provide the following:***

- ***An annual meeting (one per semester) held where parents will learn about the requirements of the school's education. A flyer, call out with an attached email, and it will be posted on the school marquee to inform each child's parents of the date, time, and the link for the online meeting.***
- ***Parent Teacher conferences held at various times during the day to accommodate the needs of parents. Communication will be in the format and language they can understand.***

3. Canutillo Middle School shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provide under this part, transportation childcare, or home visits, as such services relate to parental involvement; Section 1116 (c)(2)

***The Title 1, PAC, and C meetings will be held in the morning and afternoon. The first PAC meeting of school year 2024-2025 is scheduled in September at 9am (in person in the Parent Resource Center room 309) and 5pm (via Google Meet). The second PAC meeting will be held***

**on September 16<sup>th</sup> at 9am (in person in the Parent Resource Center room 309 & PM meeting through Google Meets) and 5pm. The Spring PAC meeting will be in March 2025 at 9am (in person in the Parent Resource Center room 309) and 5pm (via Google Meet).**

4. Canutillo Middle School shall involve parents, in an organized, ongoing, and timely way, in the planning, review and improvement of the school parent and family engagement policy and the joint development of the school wide program plan under section 1114b(b) (Campus Improvement Plan), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children; Section 116(c) (3)

***By attending the CNA (Campus Needs Assessment found in the CMS school website) meetings as part of the committee, the parents have the opportunity to help review, plan for, and make suggestions to the campus improvement plan. By attending the PAC meetings (held twice per semester) by being part of the Parent Advisory Council, the parents will have the opportunity to help review, plan for, and make suggestions to improve the Title I program which includes the Parent and Family Engagement Policy, and the School-Parent Compact.***

5. Canutillo Middle School shall supply parents of participating children-
  - a. Timely information about programs under this part.
  - b. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement of the challenging State academic standards; and
  - c. If requested by parents, opportunities for regular meetings to formulate suggestions and to take part, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible; Section 1116 (c)(4)

***Assistance to parents understanding the states academic content standards known as the STAAR (State of Texas Assessment of Academic Readiness) and understanding the state student achievement standards based on STAAR information communicated through a parent informational meeting. Results sent home in the spring when the district receives them. A flyer sent home with all the instructions on how to access the student's results. Parents can access their student's through the Parent Portal.***

- ***A school—parent compact designed by parents and school staff that outlines how parents, the entire campus staff and the students share the responsibility for improvement in student academic achievement.***
- ***Appropriate parent participation opportunities for regular meeting to formulate suggestions and to participate, as appropriate, in decisions related to their child's education if requested by the parent.***
- ***Information related to school and parent programs, meetings and other activities sent to parents in a timely manner. Information of the dates and times as well as location will be given to parents through flyers, calendars, the CMSSA website, social media, Remind App, a phone call from the School Messenger, on the marquee, and by the M&M (Mentoring Minds) teacher.***

6. If the school wide program plan (Campus Improvement Plan, CIP) under section 1114(b) is not satisfactory to the parents of participating children, send any parent comments on the plan when the school makes the plan available to the local education agency. Section 1116 (c)(5)

**Parents and community members are always welcomed to make suggestions to the campus improvement plan and can submit any changes or suggestions to the school administration. By working together, we can make the students successful learners. Parents are always encouraged to give their feedback through joining a committee. Some of the opportunities that parents may participate in at Canutillo Middle School STEAM Academy are as follow:**

**School/District's committees:**

- **CIC (Campus Improvement Committee)**
- **CNA (Campus Needs Assessment) Committee**
- **DAC (District Advisory Committee)**
- **PAC (Parent Advisory Committee)**
- **PLT (Parent Leadership Team)**
- **SHAC (School Health Advisory Council)**
- **MTSS (Multi-Tier System Positive Behavior Intervention Support)**

**Parent Involvement Opportunities:**

- **Volunteering (From Home or on Campus)**
- **PTO (Parent Teacher Organization)**
- **Student Academic Events**
- **Joining a Committee**
- **Attending meetings and free sessions from the Parent University (online or in person)**

**Parent School Communication:**

- **District/School Newsletters/Communicator**
- **District Website <http://canutillo-isd.org>**
- **Canutillo Middle School STEAM Academy Website <http://cms.canutillo-isd.org/home> (Visit each teacher's webpage under department)**
- **School Marquee**
- **Black Board (Email message included)**
- **Student Handbook**
- **Open House**
- **PAC meetings**
- **Student Code of Conduct**
- **CMSSATwitter <https://twitter.com/CanutilloMs> (PTO Twitter)<https://twitter.com/cmseaglespto>**
- **School Calendar (posted on school website & social media)**
- **Canutillo Middle School STEAM Academy Facebook (Canutillo Middle School PTO)**
- **Parent / Teacher Conferences**
- **Parent Portal (email, via phone app. or through the website)**
- **CMSSA Facebook (Canutillo Middle School PTO) Flyers**
- **Social Media**

7. To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, Canutillo Middle School shall: Section 1116 (e)
  - i. Provide assistance to parents of children served by the school, 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; Section 1116 (e)(2)
  - ii. Provide materials and training to help parents 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; Section 1116 (e)(1)
  - iii. 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; Section 1116 (e)(3)

- iv. 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, which encourage and support parents in more fully participating in the education of their children; Section 1116 (e)(4)
- v. Provide such other reasonable support for parental involvement activities as parents may request. Section 1116 (e)(14)

- ***Through the Parent University, free academic sessions offered online to provide strategies, materials, and training to help the parents work with their child to improve their academic achievement.***
- ***During the conferences, the parents will have the opportunity to participate and provide suggestions about the education of their child. A description and explanation of the curriculum used, the forms of academic assessments used to measure student progress, and proficiency levels students are expected to meet, will be provided to parents on teacher conference and school wide meetings.***

Revised Sept. 2024





