District Policy

2415.50CAR - TITLE I SCHOOL AND FAMILY ENGAGEMENT - CARUSI MIDDLE SCHOOL

Section: Program
Date Created: December 2022
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A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:

a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.

b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.

c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.

d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).

f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than $500,000.)

g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:

(1) "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) That parents play an integral role in assisting their child's learning;

(b) That parents are encouraged to be actively involved in their child's education at school;

(c) That 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; and

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Hold annual School-Wide Title 1 Information Meeting
b. Hold a Mid-Year Stakeholder Meeting
c. Hold an End-of-Year Stakeholder meeting

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Information regarding Title 1, Part A will be provided by Title 1 intervention staff members at our Back to School Nights and/or recorded to provide all parents opportunity to attend. Translation services are available.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

   Flexibility will be provided upon request from parents of participating children. These requests may take place over the phone, survey feedback, email, personal meeting, or any other appropriate option.

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:

   a. Timely description and explanation of programs, activities, and the curriculum in use at the school; the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.

   b. Coordination of programs which include summer enrichment and extension programs as well as afterschool programs

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

   a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:

      (1) The challenging, state academic standards;

      (2) The state and local academic assessments including alternate assessments;

      (3) The requirements of Title I, Part A;

      (4) How to monitor their child's progress; and

      (5) How to work with educators to improve the achievement of their children.

         (a) District Testing Report presented annually in October

         (b) Parent Teacher conferences scheduled annually

6. The school will provide parents of participating children, 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 such suggestions as soon as practically possible.

   a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:

      (1) Parent Information Nights with an emphasis on ELA and Math
      (2) School will hold information sessions at Orientation Nights and distribute brochures “Growth Mindset for Middle School Parents”
      (3) Teachers will support parents and families with access to Google Classroom and Genesis Parent Portal and New Student Orientation and Back to School Nights.

   b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, 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 to implement and coordinate parent programs and build ties between parents and schools, by:

      (1) Completion of progress reports and report cards annually, updated Google classrooms, on-going academic information to track academic progress, access to Genesis with detailed grade information at the secondary level.

      (2) Parent Teacher Association Meetings

      (3) Intervention and Referral Services to provide ongoing consultation with parents to review academic, social and emotional learning data and provide information to identify interventions.

   c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other 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:

      (1) N/A

   d. The school will take the following actions to ensure that Title I 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:

(1) Information pertaining to Title programs is posted on the school website, which can be translated instantly into a variety of different languages.

(2) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

(3) Arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation and develop a mechanism for parent input for those who are unable to attend meetings

(4) Formulate the EL parent advisory committee to help with parent outreach and provide translation services for parent conferences and other school based meetings

(5) Provide parents with resources and program information related to English Language Acquisition

7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:

a. N/A

8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

a. Convene annual meetings to which all parents of participating children shall be invited and encouraged to attend, to involve them in the joint evaluation of the school's parent and family engagement plan.

9. The school will take the following actions to involve parents in the process of school review and improvement:

a. Provide information in parents native language

b. Facilitate meetings that provide parents of participating children with student academic growth data so that they may be better informed on school review and improvement.

10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:

a. Feedback is provided to the grant manager.

b. Parents and community members are included in School-wide stakeholder meetings

C. Shared Responsibilities for High Student Academic Achievement

1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:

a. Hold parent-teacher conferences as it relates to the individual child’s achievement.

Specifically, these conferences will be held:

- Winter – typically 1st week of December for Elementary

And Middle Schools grades K-8.

Provide parents with frequent reports on their children’s progress. Specifically, the school will provide reports as follows:

- Progress reports distributed throughout the year K-12 based on marking period dates.
- Report cards issued throughout the year K-12 based on marking period dates.
- Phone calls, e-mails, and written notes to individual parents when necessary

Provide parents with reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:

- By appointment before and after school and during

preparation periods
- During scheduled conferences
- Through website e-mail addresses of all staff
- Invitations to special class parties, events, plays, programs, concerts, chaperones for field trips
- Membership in Parent Teacher Association

b. Parents are provided access to student's academic progress through the Genesis parent portal as well as access to subject-area Google classrooms.

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:

a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.

c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.

d. Train parents to enhance the involvement of other parents.

e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.

f. Adopt and implement model approaches to improve parent and family engagement.

g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.

h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:

(1) Provide parents access to a district translator, when available, during all school related meetings

E. Accessibility

1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:

a. All information is made accessible to parents, regardless of EL or Special Education enrollment. Information is made available to ELs through translation services, and with the help of translators at meetings and conferences offered through the school.

F. Adoption

1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.

2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted: 20 December 2022