

**Parent and Family Engagement Policy**  
**Richfield Middle School**  
**2024-25**

Richfield Middle School is committed to the goal of providing quality education for every child in this school. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. We can't do this job alone. Parents play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

Part I: School Family Involvement Policy Components

Required Activities	Richfield Middle School will:	Date(s)
<ul style="list-style-type: none"> <li>Jointly develop/revise with parents the school parent involvement plan and distribute it to parents and make available to the community.</li> </ul>	<p>Partner with our PAG (parent advisory group).</p> <p>Host an open house will be August 29th for all families.</p> <p>Have family nights throughout the year and dates will be put on the school website and social media page.</p>	<p><u>PAG Meetings</u> (6-7 p.m. in the RMS Media Center)</p> <ul style="list-style-type: none"> <li>August 12, 2024</li> <li>September 16, 2024</li> <li>October 14, 2024</li> <li>November 11, 2024</li> <li>December 16, 2024</li> <li>January 13, 2025</li> <li>February 10, 2025</li> <li>March 10, 2025</li> <li>April 14, 2025</li> <li>May 12, 202</li> </ul> <p><u>Family Nights</u> (6-8 p.m. at RMS)</p> <ul style="list-style-type: none"> <li>September 24, 2024 (Latino Night &amp; State of the School)</li> <li>February 11, 2025 (5th grade preview &amp; RMS Curriculum Night)</li> <li>April 15, 2025 (Arts Night)</li> </ul>
<ul style="list-style-type: none"> <li>Convene an annual meeting 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.</li> </ul>	<p>Host a meeting for families during Open house to inform families about the upcoming year.</p>	<p>August 29th, 2024</p>
<ul style="list-style-type: none"> <li>Offer a number of flexible meeting options, and may provide, with funds provided under this part, transportation, child care, interpreting, translations, or home visits, as such services relate to parental involvement.</li> </ul>	<p>Host multiple family nights during the school year to provide support and information to families about upcoming events, conferences, grade checks and have interpreters available at each night.</p> <p>Have outreach workers, counselors and social workers partner with families for transportation, interpreting and finding support for families when needed.</p>	<p><u>Family Nights</u> (6-8 p.m. at RMS)</p> <ul style="list-style-type: none"> <li>September 24, 2024 (Latino Night &amp; State of the School)</li> <li>February 11, 2025 (5th grade preview &amp; RMS Curriculum Night)</li> <li>April 15, 2025 (Arts Night)</li> </ul>

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<ul style="list-style-type: none"> <li>Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan</li> </ul>	<p>Partner with PAG throughout the school year during monthly meetings.</p>	<p><u>PAG Meetings</u> (6-7 p.m. in the RMS Media Center)</p> <ul style="list-style-type: none"> <li>August 12, 2024</li> <li>September 16, 2024</li> <li>October 14, 2024</li> <li>November 11, 2024</li> <li>December 16, 2024</li> <li>January 13, 2025</li> <li>February 10, 2025</li> <li>March 10, 2025</li> <li>April 14, 2025</li> <li>May 12, 2025</li> </ul>
<ul style="list-style-type: none"> <li>Provide parents:             <ol style="list-style-type: none"> <li>Timely information about programs under this part;</li> <li>A description and explanation of the curriculum in use at the school, the forms of academic and linguistic assessment used to measure student progress, and the proficiency levels students are expected to meet; and</li> <li>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 possible.</li> </ol> </li> </ul>	<p>Will gather information from families, and students using surveys throughout the school year to include the voice of the families and students.</p>	<p><u>Conferences</u></p> <ul style="list-style-type: none"> <li>October 15, 2024 (evening)</li> <li>October 16, 2024 (all day, no school)</li> <li>March 5, 2025 (evening)</li> <li>March 6, 2025 (all day, no school)</li> </ul>

Part II: Shared Responsibilities for High Student Academic Achievement

Required Activities	Richfield Middle School will	Date(s)
<ul style="list-style-type: none"> <li>Jointly develop with parents a school-parent compact that outlines how parents, staff and students will share responsibility for improved student academic and linguistic achievement:             <ol style="list-style-type: none"> <li>Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement;</li> <li>Provide frequent reports to parents on their children's progress;</li> <li>Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class.</li> <li>Make sure that two-way meaningful communication between family members and school staff is addressed and when at all possible, is in a language the parents and family members can understand.</li> </ol> </li> </ul>	<p>Meet with PAG monthly.</p> <p>Host conferences twice during the school year.</p> <p>Provide families with grade reports and update gradebooks weekly for parents to be aware of students progress.</p> <p>Have Spartan Days where parents can help support and volunteer.</p> <p>Send out weekly bulletins with school updates and upcoming events.</p>	<p>Spartan Days            -October 11, 2024            -June 5, 2025</p> <p><u>Conferences</u></p> <ul style="list-style-type: none"> <li>October 15, 2024 (evening)</li> <li>October 16, 2024 (all day, no school)</li> <li>March 5, 2025 (evening)</li> <li>March 6, 2025 (all day, no school)</li> </ul>

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Part III: Building Capacity Requirements for Parent and Family Engagement

Required Activity	Richfield Middle School will	Date(s)
<ul style="list-style-type: none"> <li>● School and local educational agency shall:               <ul style="list-style-type: none"> <li>a. Provide assistance to the parents, as appropriate, in understanding such topics as the state’s content standards and state academic and linguistic achievement standards, state and local academic assessments, and how to monitor a child’s progress and work with educators to improve the achievement of their children;</li> <li>b. Provide materials and training to help parents to work with their children to improve their children’s academic and linguistic achievement, as appropriate, to foster parental involvement;</li> <li>c. Educate 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;</li> <li>d. Coordinate and integrate parent involvement programs and activities, to the extent feasible and appropriate;</li> <li>e. Ensure that information is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand</li> <li>f. Provide other reasonable support for parental involvement activities under this as parents may request.</li> <li>g. <b>May</b> pay reasonable and necessary expenses associated with local parental involvement activities, including transportation, interpreting, translations, and child care costs, to enable parents to participate in school-related meetings and training sessions.</li> <li>h. <b>May</b> 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.</li> <li>i. <b>May</b> adopt and implement model approaches to improving parental involvement.</li> </ul> </li> </ul>	<p>Host conferences for parents and include interpreters to have a better understanding of student progress.</p> <p>Will host a curriculum night to provide families with support on curriculum.</p> <p>Partner with building leadership teams (BILT/BOLT) and PAG to coordinate programs and build ties between the school and parents.</p> <p>Send out weekly bulletins in English and Spanish for families through ParentSquare.</p>	<p><u>Conferences</u></p> <ul style="list-style-type: none"> <li>● October 15, 2024 (evening)</li> <li>● October 16, 2024 (all day, no school)</li> <li>● March 5, 2025 (evening)</li> <li>● March 6, 2025 (all day, no school)</li> </ul> <p><u>Family Nights</u> (6-8 p.m. at RMS)</p> <ul style="list-style-type: none"> <li>● September 24, 2024 (Latino Night &amp; State of the School)</li> <li>● February 11, 2025 (5th grade preview &amp; RMS Curriculum Night)</li> <li>● April 15, 2025 (Arts Night)</li> </ul>

Part IV: Accessibility Requirements

Required Activities	Richfield Middle School will	Date(s)
<ul style="list-style-type: none"> <li>● Provide full opportunities for the participation of parents of</li> </ul>		<p><u>Family Nights</u> (6-8 p.m. at RMS)</p>

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<p>children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.</p>	<p>Host multiple nights for families throughout the year and also have interpreters available at other family events.</p>	<ul style="list-style-type: none"> <li>● September 24, 2024 (Latino Night &amp; State of the School)</li> <li>● February 11, 2025 (5th grade preview &amp; RMS Curriculum Night)</li> <li>● April 15, 2025 (Arts Night)</li> </ul>
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Part V: Adoption

This Richfield Middle School Parent and Family Engagement Policy has been developed jointly with, and agreed on with parents , as evidenced by meeting minutes.

The Parent and Family Engagement Policy was developed by Richfield Middle School on August 2, 2023 and will be in effect for the period of 2023-24 school year. The school will distribute this Parent and Family Engagement Policy to all parents of Richfield Middle School students and make it available to the community on or before August 31, 2023.

Signature of Title I Authorized Representative: \_\_\_\_\_  
 Printed Name of Authorized Representative: \_\_\_\_\_  
 Date: \_\_\_\_\_

Parent and Family Engagement Policy contact information  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

These parents were involved with the development of this document: