PRAIRIE VISTA MIDDLE SCHOOL
SANDRA MACKELLAR
Principal
Adrianne Guzman
Assistant Principal

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 pursuant to 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). How are parents notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? How is the policy made available to the local community? How and when is the policy updated periodically to meet the changing needs of parents and the school (ESSA Section 1116[b][1])?

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

1. Processes in place to involve parent in policy development are School Site Council (SSC) and English Learner Advisory Committee (ELAC).
2. School, parent and family engagement policies are distributed to parents in the Rights and Responsibilities book at beginning of year or to newly enrolled students. The Home/School Compact is distributed before October each year.
3. Parent and family engagement data comes from sign-in sheets at school functions such as Math Night, Back to School Night and Fitness Night.
4. The school, parent and family engagement policy is updated annually.
5. The school, parent and family engagement policy is made available to the local community through a binder in the office and sent electronically.

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]). Add details about the annual meetings in the box below:

1. The Title I meeting is normally held one hour before Back to School Night begins. Parents are notified by phone message, email and a Calendar of Events sent home with students.
2. Topics covered in the Title I Meeting include teacher qualifications, Parent and Family Engagement Policy contents and communication, definition of Title I, Title I Staff Members and their responsibilities, 1% parent set-aside, Parent resources and workshops/trainings, Local Education Authority Plan contents and timeline for review, Single Plan for Student Achievement contents and timeline for review, Accountability/CAASPP data and the Home/School Compact.

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]). Add details about the meetings in the box below:

1. Data used to determine convenient dates and times for parent meetings includes input from influential parents (parents who frequently attend meetings) and past history of meeting attendance rates per time of day/day of the week.
2. We created a binder in the office that contains information for parents unable to attend meetings. We also need to include this info in the Rights and Responsibilities Handbook distributed at the beginning of the year.

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]). How does the school involve parents?

1. Title I Schoolwide Plan information is updated at every SSC meeting. We share data and solicit input as to how to improve all aspects of the Title I SWP.
2. ELAC adivses SSC on matters pertaining to English Learners, such as Reclassificaitons and the ELPAC.
3. The school elicits input from other parents through LCAP surveys.
4. Parents are involved in the planning, review, and improvement of the school parent and family engagement policy through SSC.

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]). How does the school provide the information?

1. PVMS provides parents with information about Title I services during the year with phone messages, flyers, an office binder and the Rights and Responsibility packet.
2. PVMS provides parents with evaluation results of the Title I services during the year with phone messages, flyers, office binder, Rights and Responsibility packet.

Prairie Vista Middle School
2025-2026 School-Parent Compact

The Parent's Pledge

I understand the importance of my participation in my child's educational progress.

AS A PARENT, I WILL:

- Attend school events, meetings, conferences, and parent workshops.
- Read with or have my child read every day.
- Practice math with my child every day.
- Provide a quiet place and materials needed for my child to study.
- Encourage my child to complete his/her homework.
- Make sure my child gets an adequate night's sleep, and a healthy diet.
- Have my child attend school regularly and on time.

_____ _____

Parent/Guardian's Name (print) Parent/Guardian's Signature

The Student's Pledge

I understand that education is important to me, and I am responsible for my own success.

AS A STUDENT, I WILL:

- Arrive to school and all of my classes on time and be prepared to do my best.
- Follow all school and classroom rules.
- Return all homework completed and on time.
- Spend time at home reading and studying.
- Practice working on math every day.
- Respect other students, staff members, and school property.

_____ _____

Student's Name (print) Student's Signature

The Teacher's or School's Pledge

I understand that education is important to every student's life.

AS A SCHOOL OR TEACHER, I WILL:

- Provide a variety of teaching strategies that help all students learn.
- Teach grade level skills and address the individual needs and strengths of all students.
- Assign appropriate homework with clear instructions.
- Correct and return appropriate work in a timely manner.
- Help students follow the school and classroom rules.
- Assist parents with how to help children at home.
- Determine the best way to communicate with each parent.

_____ _____

Teacher's Name (print) Teacher's Signature

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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]). How does the school provide the information?

1. Parents are provided information about the core curriculum through Title I Meetings, School Site Council (SSC) Meetings, English Learner Advisory Committee (ELAC) Meetings, Hawthorne Parent Academy Meetings, Literacy and Math Night, Back to School Night and Open House.
2. Information about the academic assessments used to measure the achievement of Title I students and their expected proficiency levels is provided to parents through School Site Council Meetings, English Learner Advisory Committee Meetings, Hawthorne Parent Academy Meetings and CAASPP (State Tests) reports, grade reports, parent conferences and PowerSchool.
3. Staff members who are providing this information to parents are trained by District Office personnel, administrators and TOSAs (Teachers on Special Assignment, i.e. coaches and special projects).

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]). How does the school provide the opportunities?

1. Regular meetings are held for parents of Title I children through monthly School Site Council Meetings, multiple English Learner Advisory Committee meetings, and parent surveys. Parent suggestions are captured through meeting minutes and survey results. The school brings parent suggestions to School Site Council Meetings for discussion and possible implementation.
2. Parents participate in decisions relating to the education of their children through conferences with teachers, the counselor, the dean, administration and TOSAs.
3. Parents of Title I children can request regular meetings by calling or visiting the office. Parents are informed about how to request such meetings in the Rights and Responsibility Handbook.

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. (ESSA Section 1116[d]).To help reach these goals, the school has established the following practices:

1. Parents are involved in the development of the School-Level Parent and Family Engagement Policy through development at SSC Meetings.
2. The "School-Parent Compact" describes the school's requirement to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables Title I children to meet the State's academic achievement standards and provide reasonable access to staff, opportunities to

volunteer and participate in their children's class, and observation of classroom activities.
3. The "School-Parent Compact" describes parent and student responsibilities (see insert)
4. The compact states that teachers and school will determine the best way to communicate with each parent, including bi-trimester progress reports, trimester report cards, phone calls, phone messages and training for parents on how to access student grades and information online.
5. The "School-Level Parent and Family Engagement Policy" is sent home to parents in the first months of the school year. Parents sign the compact and 1st period teachers ensure all compacts are signed and returned.

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]).

1. How is information about content and achievement standards and state and local assessments shared with parents? Parents are provided information about content and achievement standards and state and local assessments through Title I Meetings, School Site Council Meetings, English Learner Advisory Committee Meetings, Hawthorne Parent Academy Meetings, Literacy and Math Night, Back to School Night and Open House.
2. Parents are provided information about Title I requirements through Title I Meetings, School Site Council Meetings, English Learner Advisory Committee Meetings, Hawthorne Parent Academy Meetings, Literacy and Math Night, Back to School Night, Open House and Parent Conferences (in-person and via phone).
3. Parents are provided assistance with how to monitor their child's progress through Title I Meetings, School Site Council Meetings, English Learner Advisory Committee Meetings, Hawthorne Parent Academy Meetings, Literacy and Math Night, Back to School Night, Open House and parent PowerSchool meetings.
4. Parents are provided assistance on ways to work with educators to improve their child's achievement through Title I Meetings, School Site Council Meetings, English Learner Advisory Committee Meetings, Hawthorne Parent Academy Meetings, Literacy and Math Night, Back to School Night, Open House and Parent Conferences (in-person and via phone).
5. Administration receives training at Administration meetings at the District Office and TOSAs receive training at Special Projects meetings at the District Office.

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]).

1. Parents are provided training and materials on ways to work with their children to improve their child's achievement through Title I Meetings, School Site Council Meetings, English Learner Advisory Committee Meetings, Hawthorne

Parent Academy Meetings, Literacy and Math Night, Back to School Night and Open House.
2. Parents are notified of available training by phone message, flyers, email and/or a Calendar of Events sent home with students.
3. Training is related to the school goals because training focuses on academic and emotional development of each child.

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]).

1. Administration receives training at Administration meetings and TOSAs receive training at Special Projects meetings on how to reach out to, communicate with, and work with parents as equal partners.
2. Parents are made aware of the availability of input into staff training on how to communicate with parents through SSC Meetings and meeting minutes in the office binder.
3. Staff members are trained to implement and coordinate parent programs by the District Office; administration receives training at Administration meetings at the District Office and TOSAs receive
4. Administration receives training at Administration meetings at the District Office and TOSAs receive training at Special Projects meetings at the District Office, who determines the skills needed.
5. Administration receives training at Administration meetings at the District Office and TOSAs receive training at Special Projects meetings at the District Office, who determines and imparts the understanding of the value and utility of parent contributions.

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]).

1. Administration receives training at Administration meetings at the District Office and TOSAs receive training at Special Projects meetings at the District Office. The District Office determines how parent involvement programs are to be coordinated and integrated with other programs.

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]).

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]).

1. Information is sent to parents in English and Spanish.
2. Translators at the District Office do translations. Spanish-fluent staff on site also conduct translations.
3. Oral language translation is provided at all school site parent meetings, including parent conferences, HPA meetings, Title I Meetings and PowerSchool Meetings by a district or site-based translator and microphone/headset communication.
4. Teachers communicate verbally and in writing with non- or limited-English speaking parents by having a colleague fluent in the parents' language place phone calls or translate in person at conferences. All written communication with parents must be approved (including translations) by site administration.

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

1. The anticipated cost implement the required activity is $4,110.

This policy was revised and adopted by the Prairie Vista Middle School's School Site Council on June 6, 2025, and will be in effect until the end of May of 2026.

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before October 30, 2025.

Sandra MacKellar, Principal

October 17, 2025

Date