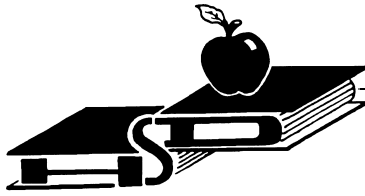


Hawthorne Middle School

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Nancy Ruvalcaba

Principal

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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:

Hawthorne Middle School parents are involved in policy development during School Site Council and English Learner Acquisition Committee meetings. At the beginning of the school year, a Title 1 Parent Meeting is held, in which parents are elicited for input and the Parent and Family Engagement Policy is distributed to all.

Family outreach has increased. HMS Community Schools has established a Community School advisory council, which is a collaborative group of students, teachers, parents, and administration who work together on an ongoing basis to review data and ensure the programs and services offered at Hawthorne Middle School are effective in supporting student and family development. Community Schools partnership is located on-site. A Family Resource Center is available to families and students.

Policies regarding family engagement are distributed by mail, displayed in our main office, posted on our website, and announced in the "HMS Events of the Week" email, and/or information meetings.

The data used to update the school parent and family engagement policy would be the LCAP parent and student surveys, recommendations from parents in parent info meetings, research data on family engagement, suggestions from parents and teachers in SSC and/or ELAC.

Updates are made at the beginning of the year and revisited throughout the school year to make any changes and/or additions.

HMS' parent and family engagement policy is made available to the community as it is posted in the main office, parent center, and school's website. Anyone from the community can also get a copy in the main office.

SSC and ELAC meet annually to review and amend the HMS' Parent and Family Engagement Policy.

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:

Title 1 informational meeting for parents is held at the beginning of the school year. We hold the meeting in-person in September/October (generally before Back to School). Parents will be notified by calendar on the website, marquee announcement, and an email and phone blast to parents.

Topics covered in the meetings are as follows:

- What does it mean to be a Title I school?
- What is the 1% set-aside for parental involvement?
- What is the Local Education Agency (LEA) Title I Plan?
- What is the LEA Parental Involvement Plan?
- What is the Single Plan for Student Achievement (SPSA)?
- What is the Home-School Compact?
- How do I request the qualifications of my child's teacher(s)?
- How will I be notified if my child is taught by a teacher who is not Highly Qualified?
- How is the Annual Evaluation of the Parental Involvement Plan conducted?
- How can I be involved in HMS events and information regarding my child?

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:

The Title 1 Parent Informational presentation will be available to view as it will be posted on the website.

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?

Parents on the School Site Council (SSC) are involved in the planning, review, and improvement of the Title I program by meeting once a month consistently to talk about policy updates, analyze data, and discuss budgeting and funding. HMS' SSC meetings have translation available, norms in place, and an allotted time to discuss and share opinions, suggestions, concerns, and information to all involved in the committee.

For every item on agenda, parents on advisory committees provide input to the SSC, it is discussed with the group and documented in the minutes.

The school elicits input from other parents by inviting the families to CSAC, ELAC, SSC, PTO, HPAs, Family Nights, etc. in order for them to have the opportunity to be informed and give input on matters.

Parents receive the Parent and Family Engagement policy at the beginning of the school year. Once revised, updated, and approved by parents, students, and teachers in SSC and ELAC, the policy will hold for one year.

The Community School Advisory Council also meets monthly in order to gain insight to current needs of the community, families, and students. In the 2024-2025 school year, workshops included ESL computer classes, Mental Health workshops, parent walk-ins, CalKids workshop, Citizenship pathways and legal support, etc. The CSAC committee has recently taken a survey for workshop topics for the next school year. Planning and development of Financial Literacy and Responsive Parenting workshops are underway.

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?

Timely information is given to parents from the beginning of the school year. Parents receive the Parent and Family Engagement Policy in September/October, along with access to a hardcopy in the main office. Parents are involved in the planning, review, and improvement of the school parent and family engagement policy during School Site Council and ELAC, then information is disseminated to all parents.

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?

As a Schoolwide Program (SWP), HMS provides parents with information about the core curriculum at the Title 1 Parent Meeting, Back to School Night, through PowerSchool, parent teacher conferences, and Parent Nights with the literacy and math coaches.

Information about the academic assessments used to measure the achievement of Title I students and their expected proficiency levels provided to parents by data informative meetings, SSC, ELAC, parent conferences, and trimester reports.

Staff members, who are providing this information to parents, are given a staff development within their subject matter to learn and be able to inform about instruction and best practices.

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?

Meetings are held for parents of Title I children. These meetings occur throughout the year. Once parents make suggestions, administration takes note of what was said and follow-up questions, concerns, and ideas to take to staff meetings and School Site Council.

Parents participate in decisions relating to the education of their children by making appointments with administration and/or the counselor.

Requests for regular meetings are available to parents of Title I children. HMS communicates with parents through the main office, accessible contact information, school website, site meetings, support staff, and teachers on how to request such meetings.

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:

Parents are involved in the development of the Home-School Compact by receiving it in their Parent Handbook at the beginning of the school year. A collaborative effort in maintaining the Home-School Compact relevant and purposeful is made as it is discussed and reviewed during SSC and ELAC.

The Home-School Compact describe the school's responsibility for providing 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.

The Home-School Compact parents' responsibilities section describes parent participation in school events, support dress code, monitor academic progress on PowerSchool, insure child attendance and homework completion, participate in shared decision making with school staff for the benefit of the student. Students' responsibilities section describes completing assignments, following Hawk norms, regularly checking grades on PowerSchool, respecting all, and asking for help when needed.

The School-Home Compact addresses the importance of communication between teachers and parents on an ongoing basis.

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]).

Information about content and achievement standards and state and local assessments are shared with parents by mail, SBAC meetings, informational meetings at the beginning of the school year, SBAC data results, PowerSchool new test data information, trimester assessments reports, etc.

Assistance is provided to parents regarding how to monitor their child's progress by providing PowerSchool workshops, one-on-one accessing PowerSchool with our computer technician, parent teacher conferences, Family Resource Center, periodic phone/email communication, parent meetings, family workshops, and homework online accessibility.

Teachers and staff training are provided for educators; then they provide this information to parents at site meetings, collaborations, and grade level 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]).

A multitude of training and materials are provided to parents to help them work with their children to help them succeed academically and socially throughout the school year.

With technology readily available to the community, the district has moved forward with handling social media platforms in order to promote school events, programs, and news to families.

Parents are informed of the available training by Instagram postings, but also email, flyers, announcements on the marquee and school website.

HMS training aligns with our school goals by addressing ELA and Math academic goals, behavioral student supports, social/emotional awareness, mental health support, enrichment programs, transitioning into middle school, college and career readiness.

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]).

HMS school site meetings address staff on how to reach out to, communicate with, and work with parents as equal partners. Administration also meets one-on-one in advising and guiding educators when working with parents.

Staff members are trained to implement and coordinate parent programs at professional developments, site meetings, and grade level collaborations.

Training addresses communication skills needed to work with parents by discussing culturally relevant topics.

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]).

Communication amongst staff is crucial when coordinating and integrating parent involvement programs with other programs. At site meetings, we discuss the current events and needs for parents. Administration, Dean, Coaches, Counselors, Special Projects teachers, Community School's liaisons, and classroom teachers work together to maintain open channels of communication in order to have a shared message to the parents when doing parent outreach. Grade level leads also share information with teachers.

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]).

Information is provided to parents in English and Spanish.

Oral language translation is provided to parents while involved in school or district activities. The district has recently included Wordly, an AI-powered live translation and captioning. It enables participants to read along and hear in the language of their choice. HSD/HMS provides chromebooks and headphones at family events.

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

The school budget has money set aside for materials costs which support parental involvement activities.

Hawthorne Middle School Home School Compact

2026-2027

The Student's Pledge

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

AS A STUDENT I WILL:

- Believe that I can learn and will learn.
- Read and/or review notes for at least 30 minutes, five days a week.
- Come to class with all materials needed.
- Arrive to school and all classes on time, ready to learn and with all assignments completed.
- Set aside time every day to complete my agenda and homework.
- Know and follow the school norms and class social contracts.
- Regularly check PowerSchool and talk to my parents and my teachers about my progress.
- Respect myself, family, all students, staff, community, and school property.
- Seek staff support to resolve peer conflict.
- Demonstrate self-advocacy when in need of academic support.
- Read student email on a consistent basis.
- Use the Chromebook for educational purposes only.
- Follow the school's guidelines for technology use & use social platforms responsibly.
- Handle my Chromebook with care and avoid damaging the device.

Print Student Name

Student Signature

Grade

The Parent's Pledge

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

AS A PARENT/GUARDIAN I WILL:

- Show support to my child by participating in school events and activities.
- Talk to my child regularly about the value of education.
- Support the school's dress and discipline codes.
- Monitor my child's academic progress in PowerSchool.
- Provide a quiet place and materials needed for my child to study.
- Ensure my child attends school every day on time, with completed homework.
- Participate in shared decision making with school staff & others for the benefit of students.
- Make sure my child gets an adequate night's sleep, and a healthy diet.
- Read school weekly messages via email.
- Support students with time management and be prepared for the school day.
- Respect myself, family, all students, staff, community, and school property.

Print Parent / Guardian Name

Parent Signature

The Teacher's Pledge

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

AS A TEACHER I WILL:

- Provide high-quality curriculum and instruction.
- 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, classroom rules, & social contracts.
- Assist parents with strategies to help their child at home.
- Update student records on a regular basis and communicate with parents as needed.
- Respect myself, family, all students, staff, community, and school property.

Print Teacher Name

Teacher Signature

This policy was adopted by the Hawthorne Middle School on April 28, 2026 and will be in effect for the period of one year.

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or by: October 2026.

Signature of Authorized Official

Date