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District/School Parent and Family Engagement Plan
Twin Cities International Schools District #4078
Title I Parent and Family Engagement Plan

Twin Cities International Schools District #4078 is committed to the goal of providing quality education for every child in this district. 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. Neither home nor school can do the job alone. Parents and families play an extremely important role as children's first teachers. Their support for their children and the school is critical to their children's success at every step along the way.

Part I. District Expectations

Twin Cities International Schools District #4078 agrees to implement the following requirements:

1. Twin Cities International Schools will put into operation programs, activities, and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs, consistent with section 1116 of Every Student Succeeds Act (ESSA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
2. Consistent with section 1116, Twin Cities International Schools will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of section 1116(b) of the ESSA, and each includes, as a component, a school-parent compact consistent with section 1116(d) of the ESSA.
3. In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, Twin Cities International Schools and its schools will provide full opportunities for the participation of parents with limited English proficiency, limited literacy, or disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents understand.

4. Twin Cities International Schools will incorporate this district-wide parent and family engagement policy into its district plan developed under section 1112 of the ESSA.
5. If the district plan for Title I, Part A found in the State Educational Record View and Submission (SERVS), developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, Twin Cities International Schools will submit any parent comments with the plan when the school district submits the plan to the Minnesota Department of Education.
6. Twin Cities International Schools with a Title I, Part A allocation of over \$500,000, will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 90 percent of the 1 percent reserved goes directly to the schools.
7. Twin Cities International Schools will be governed by the following definition of the term “parent” which includes a legal guardian or other person standing in place of a parent (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child’s welfare).
8. Parental involvement 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;
 - d. that other activities are carried out, such as those described in section 1116 of the ESEA.

Part II. Description of How the District and School Will Implement Required Components

Twin Cities International Schools District #4078 will involve parents in the joint development of the district plan, and annual review and improvement. Twin Cities International Schools District #4078 will take the following actions to involve parents in the joint development/revision of its district parent involvement plan.

1. Twin Cities International Schools will engage parents and families who have Title I students in developing/revising the district and school policy.

Activity	Date(s)	Persons Responsible
Annual Parent Survey	Spring (March-April)	ESSA Coordinator, Technology Coordinator, Parent Liaison, Office Managers
TCIS Advisory Council meeting	Spring (April)	Executive Director, KG-8 School Director, Parent Liaison
TCIS Annual Meeting	Spring (May)	Executive Director, KG-8 School Director, ESSA Coordinator, Parent Liaison
TCIS School Board Meetings	Monthly	Executive Director, Board Chair, Policy Committee, ESSA Coordinator

2. Twin Cities International Schools will take the following actions to engage the parents and families in jointly developing the district Title I plan (section 1112) which is in the SERVS application and the development and review of the Schoolwide Plan.

Activity	Date(s)	Persons Responsible
Annual Parent Survey	Spring (March-April)	ESSA Coordinator, Technology Coordinator, Parent Liaison, Office Managers
TCIS Advisory Council meeting	Spring (April)	Executive Director, KG-8 School Director, Parent Liaison
TCIS Annual Meeting	Spring (May)	Executive Director, 6-8 School Director, ESSA Coordinator, Parent Liaison
Parent Academy Sessions	Monthly	ESSA Coordinator, Parent Liaison

3. Twin Cities International Schools will coordinate technical assistance and other support that is necessary to build the capacity of staff in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance. This could include meaningful consultation with employers, business leaders, philanthropic organizations, or individuals with this experience in effectively engaging families in education.

Activity	Date(s)	Persons Responsible
Parent Vue App (Synergy)	Anytime during the school year	Assistant Director of Teaching and Learning, Technology Coordinator, Data Coordinators, Parent Liaisons,
Phone Tree (Multi-lingual)	Fall, Winter, Spring	Office Managers, Parent Liaisons
School Website and Training Development (Multilingual)	Fall, Winter, Spring	Technology Coordinator & Technology Integrationists & Teachers
Parent Academy Sessions	Monthly	ESSA Coordinator, Parent Liaison

New Staff Cultural Training	Fall	KG-8 Director, Local Somali Museum Liaison,
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4. Twin Cities International Schools will coordinate and integrate with federal, state, and local programs, including public preschool programs, to implement effective parent and family engagement strategies that improve student achievement and school performance.

Activity	Date(s)	Persons Responsible
School Website (Multilingual)	Fall	Technology Coordinator, Parent/Cultural Liaison
Parent Academy Sessions	Monthly	ESSA Coordinator, Parent Liaison, Community Educator

5. Twin Cities International Schools will take the following actions to conduct, with the engagement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy (programs/activities) in improving the academic achievement of Title I students and the schools.

Reviewing and evaluating the parent and family engagement activities/programs:

- a. Identify barriers and the needs of parents and family members that keep them from participating in their child's education especially the economically disadvantaged, disabled, limited English proficiency, or any racial or ethnic minority.
- b. Identify the needs of the Title I parent and family members to assist the learning of their children and the teachers and school staff.
- c. Identify strategies to support successful school and family interactions.

Activity	Date(s)	Persons Responsible
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Annual Parent Survey	Spring (March-April)	ESSA Coordinator, Technology Coordinator, Parent Liaison, Office Managers
TCIS Advisory Council meeting	Spring	Executive Director, KG-8 School Director, Parent/Cultural Liaison, TCIS Advisor Council members
Parent Academy Sessions	Monthly	ESSA Coordinator, Parent Liaison, Parents

6. Twin Cities International Schools will use the findings of the evaluation to design evidence-based strategies for more effective parent and family engagement as necessary and to revise the parent and family engagement policy as necessary.

Activity	Date(s)	Persons Responsible
Annual Parent Survey	Spring (March-April)	ESSA Coordinator, Technology Coordinator, Parent Liaison, Office Managers
TCIS Advisory Council	Spring	Executive Director, KG-8 School

meeting		Director, Parent/cultural Liaison, TCIS Advisor Council members
Parent Academy Sessions	Monthly	ESSA Coordinator, Parent/Cultural Liaison, Parents

7. Twin Cities International Schools will involve parents in activities at the Twin Cities International Schools. This could be establishing a parent advisory board that represents the population of Title I parents and family members, that develops, evaluates and reviews or revises the parent and family engagement policy.

Activity	Date(s)	Persons Responsible
Parent Academy Sessions	Monthly	ESSA Coordinator, Parent Liaison, Parents
TCIS Advisory Council meetings	Through school year	Executive Director, KG-8 School Director, Parent Liaison, TCIS Advisor Council members

8. Twin Cities International Schools will convene an annual meeting, at a convenient

time, when the parents of participating children are available to attend. The Title I annual meeting will inform parents about the Title I program, explain the requirements of parent and family engagement and the rights and responsibilities of the parents to be involved.

Activity	Date(s)	Persons Responsible
TCIS Annual Meeting – at school or virtually	Spring (May)	Executive Director, KG-8 School Director, ESSEA Coordinator, Parent Liaison

9. Twin Cities International Schools will offer flexible meeting times during morning, evening, or weekends and may provide transportation, child care, or home visits.

Activity	Date(s)	Persons Responsible
Parent Academy Sessions – Childcare and Transportation is provided as needed	Monthly - Saturdays	ESSA Coordinator, Parent Liaison
Parent Teacher Conferences – home visits as needed	Fall, Winter – AM and PM sessions over 2 weekdays	Teacher, Parent Liaison, Data Coordinator, School Directors

10. Twin Cities International Schools will involve parents in the planning and review of the school improvement plan and the joint development of the schoolwide plan when applicable. If the schoolwide plan is not satisfactory to the parents, submit comments on the plan when submitted to the district. [Section 1114(b)]

Activity	Date(s)	Persons Responsible
Annual Parent Survey	Spring (March-April)	ESSA Coordinator, Technology Coordinator, Parent Liaison, Office Managers
TCIS Advisory Council meeting	Spring	Executive Director, KG-8 School Director, Parent Liaison, TCIS Advisory Council members

Parent Academy Sessions	Monthly	ESSA Coordinator, Parent Liaison, Parents
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11. Twin Cities International Schools will assist parents of Title students: a. Timely information about programs offered to engage in their child's

education.

- b. An explanation of the curriculum, state and local academic assessments including alternate assessments, and the achievement levels of the state academic standards.
- c. If they request, opportunities for regular meetings to hear their suggestions and participate in decisions related to their child's education.

Activity	Date(s)	Persons Responsible
Parent Academy Sessions	Monthly	ESSA Coordinator, Parent Liaison, Parents
School Website (Multilingual)	Throughout school year	Technology Coordinator, Parent/Cultural Liaison
The beginning of Year Required Parent notifications for assessments and programming	September	EL and ESSA Coordinator, Parent Liaison, Social Worker

Part III. Description of the Shared Responsibilities for High Student Academic Achievement

Twin Cities International Schools will jointly develop with Title I parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement to meet the state academic standards. The compact should:

1. Describe the curriculum and instruction that help their student meet the state standards, identify where their child is performing, and discuss ways the parent can support their child's education at home and school.
2. Talk about the importance of the teachers and parents communicating on an ongoing basis at a minimum:
 - a. Conduct a parent-teacher conference in elementary schools, at least annually, during which time the compact is discussed as it relates to the individual child.
 - b. Provide frequent reports to parents on their children's progress.
 - c. Provide information on how parents can contact staff and how staff can best contact parents, opportunities to volunteer and participate in their child's class, and observation of classroom activities.
 - d. 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.

Part IV. Accessibility

Twin Cities International Schools will meet the requirements of parent and family engagement of Title I, to the extent practicable, we will provide full opportunities for the participation of parents with children with limited English proficiency, parents with 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.

Activity	Date(s)	Persons Responsible
Annual Parent Survey (Multi-lingual)	Spring (March-April)	ESSA Coordinator, Technology Coordinator, Parent Liaison, Office Managers
TCIS Advisory Council meeting (Multi-lingual)	Spring	Executive Director, KG-8 School Director, Parent Liaison, TCIS Advisor Council members
Parent Academy Sessions (Multi-lingual)	Monthly	ESSA Coordinator, Parent Liaison, Parents
School Website (Multilingual)	Throughout school year	Technology Coordinator, Parent/Cultural Liaison

Part V. Adoption

The Twin Cities International Schools Parent and Family Engagement Policy has been developed jointly with and agreed on with, parents of children participating in Title I programs, as evidenced by meeting minutes and sign-in sheets.

On August 26, 2024, the Twin Cities International Schools Parent and Family Engagement Policy will be in effect for the period of the school year.

Twin Cities International Schools will distribute this policy to all parents of participating Title I children and make it available to the community.