

School Parent And Family Engagement Implementation

This schedule outlines the **2025-2026 TCIS Parent Involvement Cycle**. It is designed to meet federal Title I requirements while providing flexible options to ensure every family has a seat at the table.

Phase 1: Information & Rights (Late Summer/Fall)

Focus: Informing parents of Title I participation, school curriculum, and student achievement.

Date	Event	Purpose & Key Topics
Aug 26, 2025	Back-to-School Title I Orientation	Explain the school's participation in Title I, explain the "School-Wide Plan," and distribute the Parent-School Compact.
Sept 12, 2025	Saturday Parent Academy (Session 1)	Review MN State Standards, TCIS Curriculum (SFA Literacy), and explain the types of assessments (NWEA/MCA) used.
Sept 21, 2025	Data Mailer Distribution	Individual Student Achievement Reports and General District-Level Data are mailed home to all families.

Phase 2: Flexible Engagement & Accessibility (Ongoing)

Focus: Removing barriers and encouraging participation through flexible scheduling and support.

- **Flexible Timing:** Meetings are rotated between weekday evenings and Saturday mornings to accommodate various work schedules.
- **Support Services: Childcare and transportation** assistance are provided for all major school-wide meetings to ensure participation.
- **Direct Outreach:** Staff/School Social worker conducts **Home Visits** for families unable to attend campus events, ensuring they are informed of their rights and school reform strategies.
- **Language:** All sessions are facilitated by bilingual staff (Somali, Arabic, Oromo).

Phase 3: Collaboration & Reform (Winter/Spring)

Focus: Reviewing school reform strategies and involving parents in policy decisions.

Month	Activity	Goal
October	Fall Conferences	Teachers review individual student reports and discuss specific achievement goals with parents.
January	SWP Review Meeting	Presentation of school reform strategies; parents offer suggestions for the upcoming budget year.
March	Parent Advisory Council (PAC)	Parents participate in the formal decision-making process for updating the Parent Involvement Policy.
May	Annual Evaluation	Surveying parents to measure the effectiveness of the current Title I programs.

Parent Opportunities for Input

TCIS maintains an "Open Door" policy for parent suggestions. Beyond scheduled meetings, parents are encouraged to:

1. **Submit Suggestions:** Use the feedback box in the main office or the digital form on the school website/Chromebooks set up with a bilingual staff to assist in getting information.
2. **Join Committees:** Volunteer for the Parent Advisory/School Site Council to help oversee the implementation of reform strategies.

☒ TCIS Parent Participation Title I Checklist: 2026-2027

Keep this on your refrigerator to stay connected with your child's success!

Step 1: Know Your Rights (Fall Kick-off)

- ☐ **August 26:** Attended Back-to-School Title I Meeting.
 - *I learned how Title I funds help my child.*
- ☐ **September 12:** Attended Saturday Parent Academy (Session 1).
 - *I understand the curriculum and tests my child will take.*
- ☐ **September 21:** Review the Student Achievement Report received in the mail.
 - *I know my child's current academic level compared to the district.*

Step 2: Stay Involved (Ongoing Support)

- ☐ **October/November/February:** Attended Fall Parent-Teacher Conferences.
- ☐ **Monthly:** Checked my child's progress on Lexia or Freckle.

- [] **As Needed:** Requested transportation or childcare to attend a school meeting.
- [] **Home Visit:** If I couldn't make it to school, I scheduled a time for a staff member to visit me.

Step 3: Share Your Voice (Decision Making)

- [] **January:** Attended the Schoolwide Plan (SWP) Review meeting.
 - *I gave my ideas on how to improve school safety and learning.*
- [] **March:** Participated in the Parent Advisory Council (PAC).
 - *I helped make decisions about next year's school policies.*
- [] **May:** Completed the Annual Title I Parent Survey.
 - *I shared what worked well this year and what needs to change.*

Important Contact Information

- **School Office:** [Insert Phone Number]
- **Bilingual Liaisons:** Available in Somali, Arabic, and Oromo.
- **Website:** [Insert Website URL] – *Visit the "Title I" tab for all plan documents.*

School Parent Compact

Twin Cities International Schools (TCIS) implements a comprehensive capacity-building framework designed to bridge the gap between school expectations and home support. To ensure parents understand rigorous **academic standards and assessments**, TCIS hosts monthly **Parent Academy sessions**. These workshops deconstruct NWEA MAP and MCA results, teaching parents how to monitor "Learning Targets" and interpret individual student progress reports sent home via mail.

To move beyond theory, the school provides **practical materials and training**. Parents receive "Home Learning Toolkits" and hands-on tutorials for digital platforms like **Lexia and Freckle**, enabling them to reinforce literacy and math skills outside the classroom. These initiatives are not isolated; TCIS **coordinates and integrates** parent involvement with other programs, such as Pre-K transition meetings and community-based social services, creating a seamless support network for the family.

Recognizing the diversity of its community, TCIS ensures all information is provided in an **understandable format**. To the extent practicable, all written and oral communication—including the Schoolwide Plan and Parent-School Compacts—is delivered in **Somali, Arabic, Oromo, and English** by bilingual cultural liaisons. Furthermore, TCIS employs **flexible methods** to sustain engagement, such as providing transportation and childcare for meetings, and conducting **home visits** to reach families who cannot attend on-site events.

Becoming a member of the Title I Planning Committee is one of the most impactful ways to influence your child's education. As a committee member, you transition from a participant to a **decision-maker**, helping to determine how federal funds are spent to improve student achievement.

Follow these steps to get involved:

Step 1: Express Interest & Review the Plan

- **Contact the Liaison:** Reach out to the TCIS Title I Coordinator or your bilingual cultural liaison. Let them know you are interested in the **Schoolwide Plan (SWP) Committee**.
- **Request the Current Draft:** Ask for a copy of the current year's plan and budget. This will help you see where the school is currently focusing its resources (e.g., small group tutoring, technology, or parent workshops).

Step 2: Attend the "Introduction to Governance" Briefing

- **Understand the Role:** Attend a short orientation where school leaders explain the difference between **allowable expenses** and **school policy**.
- **Data Deep-Dive:** You will be given a summary of district-wide performance data. Your role is to help the school decide which "reform strategies" (like the SFA literacy program) are working best from a parent's perspective.

Step 3: Participate in Planning Meetings

- **Schedule:** Commit to three key meetings (usually held in January, March, and May).
- **Voice Your Suggestions:** Provide feedback on the **Parent-School Compact** and the **Parent Involvement Policy**.
- **Collaboration:** Work alongside teachers and administrators to adjust the "School-Wide Reform Strategies" based on the needs you see in the community.

Step 4: Share with the Community

- **Act as an Ambassador:** Share what you learn with other parents in your neighborhood or at the mosque. Help them understand that their feedback is being heard and acted upon.

Why Your Voice Matters

TCIS is required by law to include parents in these decisions. Without your input, the plan is incomplete. Your lived experience as a parent provides the "real world" data that test scores cannot show.

This form is designed to formalize the **Home Visit** process, ensuring parents know that these visits are a collaborative right under the Title I program, not a disciplinary measure.

TCIS Home Visit & Partnership Request Form

Bringing the School-Wide Plan to Your Front Door

Purpose: At Twin Cities International Schools, we understand that busy schedules, work, and transportation can make it difficult to attend every school meeting. We offer **Home Visits** to ensure you remain an equal partner in your child's education and stay informed about our Title I programs.

1. My Rights as a TCIS Parent

By requesting this visit, I understand that I have the right to:

- Receive information about my child's **academic achievement levels** and state assessments (NWEA/MCA).
- Be informed about the **TCIS Schoolwide Plan** and how it supports my child.
- Provide suggestions and participate in **decisions** regarding the school's parent involvement policy.
- Receive all information in my preferred language (**Somali, Arabic, Oromo, or English**).

2. Request Details

Parent/Guardian Name: _____

Student Name(s): _____ Grade(s): _____

Preferred Language for Visit: ☐ Somali ☐ Arabic ☐ Oromo ☐ English ☐ Other: _____

What would you like to discuss? (Check all that apply):

- ☐ Understanding my child's test scores and progress.
- ☐ Learning how to use **Lexia** or **Freckle** at home.
- ☐ Reviewing the **Parent-School Compact**.
- ☐ Sharing my ideas/suggestions for school improvement.

3. Preferred Availability

To accommodate your schedule, please indicate your preferred time:

- **Day of Week:** ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat
- **Time Block:** ☐ Morning (8-10 AM) ☐ Afternoon (3-5 PM) ☐ Evening (5-7 PM)

4. Submission

Please return this form to the main office, or text a photo of it to the **Family Liaison Coordinator** at [Insert Phone Number]. A bilingual staff member will call you within 48 hours to confirm your appointment.

Our Promise: A Home Visit is a time for us to listen to you. We are partners in your child's success.

This **Letter of Intent** is designed for parents who wish to formally join the Title I Planning Committee. It highlights their commitment to the partnership and ensures the school administration recognizes their desire to participate in decision-making.

Letter of Intent: Title I Planning Committee

Date: _____

To: TCIS Title I Coordinator / School Principal **From:**

_____ (Parent/Guardian Name) **Student Name(s):**
_____ Grade(s): _____

Subject: Expression of Interest in the Schoolwide Plan (SWP) Committee

Dear TCIS Administration,

I am writing to formally express my interest in joining the **Title I Planning Committee** for the 2025-2026 school year. As a parent at Twin Cities International Schools, I value the opportunity to partner with the school to improve student achievement and support our community.

I am interested in participating in the following areas:

- **Reviewing School Data:** Understanding NWEA/MCA achievement levels to help set goals.
- **Policy Decisions:** Providing feedback on the Parent Involvement Policy and the Parent-School Compact.
- **Reform Strategies:** Offering a parent's perspective on instructional tools like Lexia, Freckle, and SFA.
- **Community Advocacy:** Helping to share important Title I information with other families in my primary language.

I understand that this role involves attending scheduled planning meetings and collaborating with staff to ensure our federal funds are used effectively. Please notify me of the next meeting date and provide any necessary draft documents for my review.

Preferred Contact Method:  Phone: _____  Email: _____
_____  Preferred Language: _____

Sincerely,

(Parent/Guardian Signature)

Warqadda Danaynta: Guddiga Qorshaynta Title I

Taariikhda: _____

Ku: Isku-duwaha Title I ee TCIS / Maamulaha Dugsiga

Ka: _____ (Magaca Waalidka/Masuulka)

Magaca Ardayga: _____ **Fasalka:** _____

Mawduuc: Codsii ku biirista Guddiga Qorshaha Dugsiga (SWP)

Mudane/Marwo,

Waxaan warqaddan u qorayaa si aan si rasmi ah u muujiyo xiisaha aan u qabo inaan ku biiro **Guddiga Qorshaynta Title I** ee sannad-dugsiyeedka 2025-2026. Maadaama aan ahay waalid ka tirsan Dugsiyada Caalamiga ah ee Twin Cities (TCIS), waxaan aad u qiimeeyaa fursadda aan iskaashi ula samayn karo dugsiga si loo horumariyo guusha ardayda.

Waxaan danaynayaa inaan ka qayb qaato dhinacyada soo socda:

- **Dib-u-eegista Xogta Dugsiga:** Fahanka heerarka guusha NWEA/MCA si looga caawiyo dejinta yoolalka.
- **Go'aanada Siyaasadda:** Inaan dhiibo ra'yigayga ku saabsan Siyaasadda Lug-lahaanshaha Waalidka iyo Heshiiska Waalidka iyo Dugsiga.
- **Istaraatiijiyadaha Dib-u-habaynta:** Inaan bixiyo aragtida waalidiinta ee ku saabsan agabka waxbarashada sida Lexia, Freckle, iyo SFA.
- **U-qareemidda Bulshada:** Inaan gacan ka geysto la wadaagida macluumaadka muhiimka ah ee Title I qoysaska kale anigoo isticmaalaya afkayga hooyo.

Waxaan fahamsanahay in doorkani uu ku lug leeyahay ka qaybgalka fadhiyada qorshaynta ee la qorsheeyay iyo la shaqaynta shaqaalaha si loo hubiyo in lacagaha federaalka loo isticmaalo si wax ku ool ah. Fadlan igu ogeysii taariikhda kulanka soo socda iiguna soo gudbi dukumenti kasta oo qabyo ah oo u baahan dib-u-eegis.

Habka aan doorbidayo in la ila soo xiriiro:  Tel: _____

 iimayl: _____

 Afka aad doorbidayso: _____

Si xushmad leh,

(Saxiixa Waalidka/Masuulka)