



## **School Parent and Family Engagement Policy**

### ***Cartersville Middle School***

### ***2024-2025***

In support of strengthening student academic achievement, Cartersville Middle School (CMS) receives Title I, Part A funds. Therefore, CMS must jointly develop, agree on, and distribute to parents and family members of participating children a written parent and Family Engagement Policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

Cartersville Middle School agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, 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.
- If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, the school district will submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning.
- (B) Parents are encouraged to be actively involved in their child's education at school.
- (C) 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) Other activities are carried out, such as those described in Section 1116 of the ESSA.

## **DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

### **JOINTLY DEVELOPED**

Cartersville Middle School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs. This will include opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Cartersville Middle School parents will be invited to a Stakeholder Feedback virtual night in October 2024 to review and revise the school district and school family engagement policies; as well as the school-wide plan and our school-parent compacts. This year's Comprehensive LEA Improvement Plan (CLIP) meeting was held on 6/5/24. These documents will be presented to, discussed with CMS' School Governance Council for review, and the CMS school staff.

Cartersville Middle School will hold a Parent Open Discussion Meeting in the Spring 2025 for family members and community stakeholders to provide feedback regarding the school-wide plan; parent and family engagement policy and school-parent compacts. This opportunity to provide input will be communicated to parents in a variety of ways including posts on school websites, social media, automated phone calls, and flyers sent home with students. This event may be virtual, but that decision will be communicated with all stakeholders. School Administration and staff will also have opportunities to give their input on these important documents.

### **ANNUAL TITLE I PRESENTATION**

Cartersville Middle School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents to attend as to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the school-wide plan, and the school-parent compact.

Cartersville Middle school will hold an Annual Title 1 Presentation in October 2024. This will be a virtual event and information will be accessible through the school website. Information regarding this meeting will be distributed to parents through the form of take-home flyers, social media posts, phone calls, and school sign.

### **COMMUNICATIONS**

Cartersville Middle School will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning, evening, or virtual meetings, and may provide families with Title I funds for transportation or child care or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, will be sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

Cartersville Middle School will provide information about school activities through monthly newsletters, the school website, Blackboard Messenger, the school marquee, and invitations sent home with students. When possible, information is provided in English and Spanish. Interpreters are available to assist when needed in parent programs and conferences.

## **SCHOOL-PARENT COMPACT**

Cartersville Middle School outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

Teachers, students, and parents are given different opportunities to participate in the revision of the compact. Meetings are held each year to review the compact and make changes based on student need. There will be Parent Open Discussion Meetings held in March. Parents are also welcome to make suggestions for changes to the compact any time throughout the year. The Family Engagement Coordinator will visit at least one class per grade level in May and will provide any necessary feedback to the school administration. Any necessary revisions will be made following the sharing of this document at a School Governance Council for gathering student input.

## **RESERVATION OF FUNDS**

The Cartersville City School District consolidates the required 1% of Title I, Part A funds for Parent and Family Engagement. Cartersville Middle School will involve parents of children served in Title I, Part A schools in the decisions about how the 1 percent of Title I, Part A funds are spent by: soliciting input at parent open discussion meetings, annual surveys, and CLIP meetings. Comments from these meetings as well as other parent suggestions during the school year will be reviewed and taken into consideration for changes to the family engagement budget.

Title I schools in the Cartersville City School District implement a school-wide program. The school-wide option enables schools to integrate programs, strategies, and resources to support high-quality education for ALL students.

## **COORDINATION OF SERVICES**

Cartersville Middle School, to the extent feasible and appropriate, will coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs. CMS will provide a parent resource center, that encourages and supports parents in fully participating in the education of their children. CMS will utilize and encourage certain programs such to include: ESOL, Etowah Area Consolidated Housing Authority, Hands of Christ, Special Education Department (SPED), Social Workers, School Counselors, Mentors, Student Support Specialists, etc., which support parents in fully participating in the education of their children by planning activities that address identified needs.

## **BUILDING CAPACITY OF PARENTS**

Cartersville Middle School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The challenging State's academic standards
  - The State and local academic assessments including alternate assessments
  - The requirements of Title I, Part A

- How to monitor their child’s progress
  - How to work with educators to improve the achievement of their child
- Cartersville Middle School will utilize online resources to provide parents with handouts concerning great educational websites to provide extra assistance with helping their children reach high academic goals.
  - The Family Engagement Coordinator has provided an online version of the Home & School Connection Newsletter in English and Spanish. These can be located on the CMS website.
  - In the spring, CMS will host transitional meetings where parents will receive information to help prepare parents, and students for the next grade level and/or school building. These types of resources and meetings will continue to be provided to families throughout the school year.

## **BUILDING CAPACITY OF SCHOOL STAFF**

Cartersville Middle School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents. The training will concentrate on 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 by:

- Utilizing the Technology Specialist to implement training on effective communication with parents.
- Providing training on how to access resources for interpretation and translation assistance in providing communication in a family member’s understandable language. Staff can request multiple support resources: video remote interpreter, an on-site interpreter, telephone interpretation, and document translations.