

O'Brien Middle School

Parent and Family Engagement Policy/Plan and Procedures 2022-2023

O'Brien Middle School is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if O'Brien Middle School and our families work together to promote high achievement by our children. Families play an extremely important role as children's first teachers. Support for their children and for the school is critical to children's success at every step along the way.

O'Brien Middle School recognizes that some learners may need the extra assistance available through the Title I program to reach the state's high academic standards. O'Brien Middle School intends to include parents in all aspects of the school's Title I program. The goal is a school-home partnership that will help all students to succeed.

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

- A. O'Brien Middle School will jointly develop and revise the school **Parent and Family Engagement policy**, distribute it to parents, and make available the Parent and Family Engagement policy/procedures to the local community via our website.

Action: Annual distribution/presentation to parents during Annual Title I Meeting to be held on back to school Virtual night, August 30, 2022. At this meeting parents are invited and encouraged to take an active role in developing, reviewing, and revising both (1) Parent and Family Engagement policy and (2) The School performance plan.

- B. Convene an **annual Title I meeting** to inform parents of their school's participation in Title I and to explain the requirements of Title I, and the right of the parents to be involved.

Action: The Annual Title I meeting is held during the fall back-to-school night and presents parents' right to be involved in O'Brien's school improvement efforts, on August 30 2022.

- C. **Offer flexible Family Engagement meetings:**

Action:

- Prideland Day, August 11th from 8am-11am prior to school starting
- Back to School Night, August 30, 2020 from 5:00 pm- 6:30 pm.
- Hopes and Dreams Family Engagement Team Meeting October 25th 5p-6p
- Hopes and Dreams Family Engagement Team Meeting January 24th 5pm-6pm
- Hopes and Dreams Family Engagement Team Meeting April 25th 5pm-6pm
- 8th Grade Awards Night June 8th

- D. **Involve parents**, in an ongoing and timely way, in the **planning, review, and improvement of Title I programs** including the Parent and Family Engagement Policy and the **school performance plan**.

- School Performance Plan brainstorm held during Open House at 6:00pm on August 30th in the Library.
- School Performance Plan check in held at the Hopes and Dreams Family Engagement Team meeting October 25th
- Connect Ed calls are placed to invite parents to participate.
- The School Performance plan is made available to parents through the school website.

E. Provide parents of participating children-Timely information about programs.

- a. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.

- News, calendars and info blasts on the O'Brien Website, Connect ED messages made weekly and Teacher communication via phone calls, emails or as requested by parents
- Common Assessments, SBAC, WIDA, BIG Report, Bench Mark Assessments (BMA), Academic Warnings and Report Cards.

- b. If **requested by parents**, opportunities for **regular meetings** to **formulate suggestions** and to **participate**, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

- Teachers and counselors meet with parents before or after school upon request.
- Administration meets with parents upon request or as it is needed. Interpretation available as needed or requested
- Parents/guardians are encouraged to contact the classroom teacher directly with questions or concerns about their child.
- Parents invited to see administration if contacting the classroom teacher does not resolve their questions and concerns.
- Parents/guardians always welcome to observe in their child's classroom
- Communicate with families about school programs and student progress through school-wide newsletters, progress reports, conferences, and phone calls.
- Curriculum, assessment, and proficiency levels explained during requested meetings

F. If **school-wide program plan is not satisfactory to the parents** of participating children, **submit any parent comments on the plan** when the school makes the plan available to the district.

YES! Parental/Family Input is always welcome.

- Parent comments/concerns collected at Annual Title I meeting, or at any time parents want to give feedback.
- Inform parents where to find the School Performance Plan information on the WCSD website via connect Ed messages.
- If a parent is not satisfied with SPP, their comments will be submitted to the district along with the plan.

PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

- A. As a component of the school-level Parent and Family Engagement policy, each school shall jointly develop with parents for all children served under Title I, a **school-parent compact** (Educational Accord) that outlines how

parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement. **Provide frequent reports** to parents on their child's progress. **Provide parents with reasonable access to staff**, opportunities to volunteer and participate in their child's class and observation of classroom activities. **Ensure regular two-way, meaningful communication between family members and school staff** and, to the extent practicable, in a language that family members can understand.

- Conduct a parent/teacher conference in middle schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement.
- Provide quarterly reports to parents on their child's progress.
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.
- Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.
- Student LED Conferences will be held after school during the spring semester for students to express academic goals with parents, his/her achievement, performance goals and strategies to support achievement at home.
- Various methods of communication
 - Phone calls
 - Email
 - Microsoft Teams
 - Text
- Parents are encouraged to volunteer in the school, attend academic events, be part of Family Engagement Committee, and participate in development of School Performance Plan.
- Positive phone calls home to parents weekly.
- Administration meets with parents at parent request or as needed.
- Communication in home language of family.

B. BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and district must:

1. Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.

- Provide Parent Classes virtually conveying content critical to the academic success of their child, with parent input. (in person when possible)
- Discuss proficiency level at conference and explain MAP and academic data.
- Infinite campus workshop provided for parents to learn how to navigate system, be able to check child's progress daily.
- At conferences parents are provided information to understand testing scores.
- Counselors meet with parents and students to explain progress.

2. Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).

- O'Brien Middle School collaborates with other programs and family resource centers that encourage and support parents in more fully participating in the education of their child.
- Infinite campus workshop is provided for parents to learn how to navigate system. Parents may also request a meeting at their convenience.

3. **Provide professional development to teachers**, specialized instructional personnel, and other staff **on the value of parent** and their communities to increase academic achievement.

- O'Brien Middle School shall, with the assistance of its families, provide professional development for its teachers, educational support professionals
- Administrators and other staff in the value and utility of the contributions of parents and how to reach out to. Communicate with and work with parents as equal partners in order to build ties between parents and the school.
- Staff implementing SEL strategies in the classroom
- Admin will provide MTSS training

4. **Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs**, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement.

- O'Brien Middle School collaborates with Children's Cabinet, Parent university, Food Bank, North Valleys Family Resource Center, and various other partners in education
- Elementary feeder and zone high school.
- Provide information to parents interested in attending the Nevada Family Engagement Summit and SEL workshops.

5. Ensure that **information related to school and parent programs**, meetings, and other activities is sent to the parents of participating children **in a format and**, to the extent practicable, **in a language the parents can understand**.

6.

- In order to provide opportunities for the full participation of parents with limited English proficiency, invitations to parent meetings and school activities will be sent out both English and Spanish.
- Information about school events will be posted on the school website listed below, Newsletters, Connect Ed messages, home visits, two-way communication with parents and staff.
- Students will receive classroom progress reports as needed and WCSD report cards quarterly as a means to inform parents of current academic achievement or concerns.
- In an effort to enhance communication with our parents/guardians and respect our non- or limited-English speaking families, translations of written material and interpreters for meetings and conferences are available.
- All Connect-Ed messages from the telephone system will be sent to homes in English or Spanish, depending on the home language preference.

Allowable activities:

1. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

2. May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.
3. May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
4. May train parents to enhance the involvement of other parents.
5. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.
6. May adopt and implement model approaches to improving Parent and Family Engagement.
7. May establish a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.
8. May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.

PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements, schools, as practicable, shall provide opportunities for the **informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children)**, including **providing information and school reports** required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

- Interpreters at IEP meetings
- LEA (Admin/Dean) to make sure that proper and understandable language is use with parents during meetings.

PART IV-ADOPTION

This **O'Brien Middle School** Parent and Family Engagement Policy was developed/revised jointly and agreed upon with parents of children participating in a Title I school, as evidenced by an attendance document.

The Parent and Family Engagement Policy was developed/revised by **O'Brien Middle School** on mm/dd/yy and will be in effect for the period of the 2022-2023 school year. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 10/01/2022.

Signature of Title I Authorized Representative

Date

Date _____

Name and Signature of Parents, Students, and Staff Involved in the Parent & Family Engagement Policy Process:	
Name	Signature