

Hug High School

Hug High School Parent and Family Engagement Policy/Plan and Procedures

2019-2020

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

Hug High School recognizes that some students may need the extra assistance available through the Title I program to reach the state's high academic standards. Hug High 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 1-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

- A. Hug High School will jointly develop/revise with parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement Policy/procedures to the local community. (online zoom meeting and in person)
 - Family Engagement Policy will be available to parents during monthly parent meetings
 - The policy is available in English/Spanish
 - Revision policy meeting is held in the spring with FACE Liaison, parents, and one school staff member.
- B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.
 - A revised policy meeting is held each spring.
 - A sign-in sheet is required
 - Policy revised in both English and Spanish
 - A diverse group of parents is encouraged to attend.
- C. Offer flexible meetings, such as meetings in the morning or evening, and provide, home visits, as such services related to Parent and Family Engagement. (meetings also offered on zoom)
 - Annual Title I Informational Meeting (Title I information sheet passed out at parent meetings and on website)
 - School Improvement Plan mtg. with a parent, staff, and administration.
 - Safe School Professionals home visits

- D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, school-wide under Section 1114, and the process of the school review and improvement under Section 1116.
- Parents involved in the School Improvement Plan
- E. Provide parents of participating children—
1. Timely information about programs under this part.
 2. 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.
 3. 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. Meet w/teacher before or after school or as requested – during PLCs.

Curriculum: [Graduation Guide](#)

Academic Assessments/ Proficiency Levels:

- State Assessments
- Final Exams
- Formative Assessments
- End Of Course Exams
- ACT
- PSAT

- [Resultados en Español](#)
- [Nevada Graduation: College and Career Readiness Assessment Requirement](#)
- [Graduation Requirements and Diploma Types](#)
- [WIDA ACCESS for ELs](#)
- [EL Exit Criteria](#)

F. If a 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.

Parents are encouraged to follow chain-of-command (Teacher/FACE Liaison/Counselor/Admin.)

PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level Parent and Family Engagement Policy, each school shall jointly develop with parents for all children served under this part, a school-parent compact 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.

- 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.

- IEP meeting held annually and at three- year evaluation
- Parent volunteers encouraged to participate in the classroom or with the FACE Liaison
- Methods of communication: Phone calls, email, fliers, FACE book, Personal reminders, Permission slips, Microsoft teams, Personal notes sent home as a reminder of an upcoming meeting, field trip,
- Communication in home language as applicable
- Resources were given as requested or on an as-needed basis

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.
 - a. Infinite campus workshop provided for parents to learn how to navigate the system, be able to check the child's progress daily.
 - b. Infinite Campus – encourage parents to access 3x's a year (Oct., Jan., March)
 - c. Counselors meet with parents and students to explain the 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).
 - a. Infinite campus workshop provided for parents to learn how to navigate the system, be able to check the child's progress daily.
- 3) Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parent and their communities to increase academic achievement.
 - a. The administration will work with teachers in cultural competency and equitable practices.
 - b. Staff implementing Social Emotional Learning strategies in classrooms
- 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.
 - a. Freshman Welcome Night; Family Night, Family Events
 - b. Bringing in local resources such as Parent University, CIS, HOPE clinic, Children's cabinet, Food Bank.
 - c. Encourage parents to attend Nevada Family Engagement Summit.

- 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. *Connect Ed, Email, Text is sent out in English and Spanish about school events.*
 - a. Students will receive classroom progress reports as needed and WCSD report cards quarterly to inform parents of current academic achievement or concerns.
 - b. 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.
 - c. All Connect-Ed messages from the telephone system will be sent to homes in English and Spanish.
 - d. Hug High School has a full-time FACE Liaison (Family and Community Engagement Liaison) who is available during school hours

The following are allowable activities:

- 6) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
- 7) 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.
- 8) 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. Parent University provides transportation and interpreters for all their workshops.
- 9) May train parents to enhance the involvement of other parents.
- 10) 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, to maximize Parent and Family Engagement and participation.
- 11) May adopt and implement model approaches to improving Parent and Family Engagement.
- 12) 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.
- 13) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities. Provide facilitators such as children's cabinet, food bank

PART III-ACCESSIBILITY REQUIREMENTS

- In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent 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, in a language such parents understand.
 - a. Interpreters at IEP meetings and 504 meetings
 - b. LEA (Admin/Dean) to make sure that proper and understandable language is used with parents during meetings.

PART IV-ADOPTION – This Hug High School Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in the Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by Hug High School in July 2020 and will be in effect from 2020 through 2021. 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 October 31, 2020.

Signature of Title I Authorized Representative

Date

