

Title I School-Level Parent and family Engagement Policy

Lodi Middle School
2021-22

2.0 With approval from the local governing board, Lodi Middle School has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4]) *[Describe how the school Jointly develops with, and distributes to, parents and family members of Title I students a written parent and family engagement policy.]*

Lodi Middle School has developed a written Title I parental involvement policy with input from Title I parents. Lodi Middle annually involves parents in a joint development and agreement of the policy, which is reviewed as part of the Single Plan for Student Achievement (SPSA) through site advisory groups, such as School Site Council (SSC) and our English Learner Advisory Committee (ELAC). The policy has been distributed to parents and describes the means for carrying out the following Title I parental involvement requirements:

- * Feedback from parents received at ELAC and School Site Council
- * Parent survey results which provide additional input
- * Communication with staff and parents distributed via a handout

2.1 Involvement of Parents in the Title I Program

The school-level parent and family engagement policy shall describe the means for how Lodi Middle School school shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

During the first month of the school year, a virtual Back To School Night meeting was held (8/10/21) by the principal and other staff members to inform parents about the Title I requirements and parental involvement.

- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. § 6318[c][2])

[Briefly describe or list the activities the school will implement to address this requirement.]

Parent meetings and conferences are held throughout the school year and are offered on a flexible schedule to assist parents.

- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

[Briefly describe or list the activities the school will implement to address this requirement.]

The Lodi Middle Parental Involvement Policy and the School-Parent Compact are reviewed annually by the School Site Council (SSC), English Language Advisory Committee (ELAC) and school Leadership Team. The Title 1 program is reviewed as part of an annual review with all groups. The parent and staff input is vital in revising programs.

d) The school provides parents of participating children with the following:

i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

[Briefly describe or list the activities the school will implement to address this requirement.]

A monthly parent newsletter, Back To School Night, monthly School Site Council meetings, and quarterly ELAC meetings are held to inform parents about the Title I programs and involvement activities at Lodi Middle School.

The newsletter is distributed through:

- * Email
- * Newsletter sent home with students
- * Made available on the school's website
- * Sent through Peach Jar and Blackboard Connect

ii. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

[Briefly describe or list the activities the school will implement to address this requirement.]

The curricula offered at Lodi Middle School are Board approved. Curriculum materials are based on state academic standards and are used with fidelity. Curriculum in subjects is assessed in accordance with the curriculum programs and through district benchmark assessments. Data from these assessments is used to drive instruction. A school-wide Parent Conference Night is held in the second quarter and requested parent conferences are offered throughout the year. Student progress in relation to state and local standards is explained to parents including grade-level expectations for proficiency and interventions available to students in subject areas needed.

iii. 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 practicably possible. (20 U.S.C. § 6318[c][4][C])

[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle School has an open-door policy for parents to meet with teachers, staff, and administration. The school's responsibility is to provide high-quality curriculum and instruction. The parents' responsibility to support their children's learning.

e) If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency (LEA). (20 U.S.C. § 6318[c][5])

[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle will submit all written documentation of parent comments that reflect the program is not satisfactory to the local education agency (LEA).

2.2 Building Capacity for Involvement

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 local educational agency assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

a) The school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school does the following:

Assists Title I parents in understanding academic content standards, the curriculum, assessments, student proficiency levels, and how to monitor and improve the achievement of their children.

- * Parent information meetings are held throughout the school year to discuss the curriculum.
- * Progress reports are sent out at the mid-point of each quarter to parents.
- * Report cards are sent quarterly.
- * Parent conferences and meetings assist parents in building capacity for involvement.

- b) The school provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2])

[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle School provides 7th grade Orientation Day, Back To School Night, Parent Conference Night, and access to student grades.

- c) The school educates 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, and in 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. (20 U.S.C. § 6318[e][3])

[Briefly describe or list the activities the school will implement to address this requirement.]

Staff at Lodi Middle School is educated in the value of parent contributions and partnerships at various staff meetings throughout the year.

- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

[Briefly describe or list the activities the school will implement to address this requirement.]

Programs and activities coordinated to encourage parent participation in the education of their children are:

- * Quarterly Awards Assemblies
- * Parent/Teacher conferences to discuss student progress
- * Back to School Night to provide parents an opportunity to learn about teacher and school expectations
- * Free English classes are provided to second language parents through the program 'Jump into English'
- * ELAC and School Site Council provide opportunities for parent involvement

- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle School provides a Spanish-speaking instructional assistant who assists the community at our school site.

- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

[Briefly describe or list the activities the school will implement to address this requirement.]

Support is provided by all staff members. Quarterly awards assemblies are held to assist parents in supporting students.

2.3 Accessibility

In carrying out the parent and family engagement requirements of Title I, Part A, Lodi Middle School, 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 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle School provides opportunities for all Title I parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language parents understand. The Lodi Middle School ELAC committee provides access to parents, as well as our site community liaisons.

2.4 School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under this part 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 and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

Parent/Guardian Responsibilities:

- *Letting my student know, through my words and deeds, that education is important
- *Showing respect and cooperating with all members of the community
- *Providing a caring home environment including adequate food and rest, so that my student attends school ready to learn
- *Furnishing a time and quiet place at home for schoolwork and reading
- *Knowing how my student is doing in school by attending conferences, accessing the student grading system, reviewing work, talking with and being involved with the school
- *Talking to my student regularly about school assignments and activities
- *Supplying updated phone/cell numbers and email address
- *Attending Parent/Teacher conferences as requested by the school
- *Agreeing to participate in community meetings that will benefit my student's educational programs
- *Driving safely when dropping off or picking up your student(s)

Student Responsibilities:

- *Showing respect and cooperation with all members of the community
- *Coming to class daily, on time, and working to the best of my ability

- *Following the rules in the school conduct code
- *Spending time on daily homework
- *Asking questions to stay informed about school assignments
- *Not disturbing the learning process of the students around me
- *Having a positive attitude towards homework given by my teachers
- *Giving my undivided attention to my teachers
- *Getting involved in school activities
- *Communication with a parent or guardian about school assignments and activities
- *Acting responsibly and be safe when getting dropped off or picked up from school
- *Accessing the grading system to monitor my grades

School Responsibilities:

- *Provide high-quality curriculum and instruction in the subject areas determined by the State of California and the Lodi Unified School District Board of Education Effective and Supportive Environment
- *Provide a safe and supportive atmosphere for learning
- *Explain assignments so students have a clear understanding
- *Home-School Communications
- *Provide ongoing, meaningful communications with the home
- *Explain goals, expectations, homework, and grading system to students and families
- *Reasonable Access to All
- *Provide access to staff through scheduled teacher conferences, phone calls, school events, etc.
- *Opportunities to support students in education and extra-curricular time
- *Provide appropriate enrichment opportunities through school activities
- *Create a welcoming environment for students, families, and the community
- *Offer a variety of opportunities for the family to work with the school

b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])
[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle School provides a parent-teacher conference night annually.

2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])
[Briefly describe or list the activities the school will implement to address this requirement.]

Progress Reports are sent to parents at the mid-point of each quarter. Report Cards are sent out quarterly.

3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])
[Briefly describe or list the activities the school will implement to address this requirement.]

Parents can have access to the classroom by way of making an appointment or an agreement between the staff and parent.

4. 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. (20 U.S.C. § 6318[d][2][D])
[Briefly describe or list the activities the school will implement to address this requirement.]

Lodi Middle School has a monthly newsletter that is communicated to parents in both English and Spanish. It is sent with students as a handout, it is posted on the school's website, and it is communicated through Peach Jar and Blackboard Connect.

**It may be helpful to include the parent and family engagement policy review in the annual review of the Local Control and Accountability Plan Federal Addendum.*

***The policy must be updated periodically to meet changing needs of parents and family members and the LEA. If the LEA has a process in place for involving parents and family members in planning and designing the school's programs, the LEA may use that process if it includes adequate representation of parents and family members of children receiving Title I, Part A services.*