

Title 1 School-Level Parental Involvement Policy

Kennedy Middle School

Parents actively collaborated with Kennedy Middle School staff to jointly develop the policy during English Learner Advisory Committee meetings, School Site Council meetings and PTO meetings. Kennedy Middle School distributes the policy to parents by including it in the school's website & having copies available in the office. The policy describes the means for carrying out the following Title I parental involvement requirements:

Kennedy Middle School will:

Convene an annual Title I meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.

- The Kennedy Middle School Annual Title I meeting is held in conjunction with our Back To School Night. During this meeting, parents are informed about the school's participation in the Title 1 program, the requirements of Title 1 and the right of parents to be involved.

Offer a flexible number of meetings for Title I parents, such as meeting in the morning or evening.

- Kennedy Middle School solicits feedback from parents to schedule meetings at times that are convenient for them. The School Site Council meetings, ELAC meetings, PTO meetings, Parent Education nights, Back To School Night and Open House are all held in the afternoons and evenings to accommodate parent schedules.
- Individual meetings with parents are often held in mornings and evenings to accommodate parent work schedules.

Involve parents in an organized, ongoing and timely way in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy.

- The School Site Council and ELAC invite parents to attend and participate in meetings to review and evaluate the school's Title 1 program, which includes the school Parental Involvement Policy and the Single Plan for Student Achievement. Feedback is also solicited from parents during the annual parent survey.

Provide timely information to parents about its Title I programs.

- Parents are informed about student achievement data at the site's Annual Title I meeting held at Back to School Night as well as at other parent meetings held throughout the year.
- Parents receive their Program Improvement information through the mail in English and in Spanish. They also receive information about their opportunities for CHOICE and SES.
- At SSC, ELAC, PTO and other parent meetings convened throughout the year, parents learn about the Title I program and how it can serve their children through supplemental programs.
- Parents receive information through the district and site webpages, site newsletter, PTO E-newsletter, automated phone calls, flyers, parent teacher conferences, Back to School Night and Open House.

Provide parents of Title I students with an explanation of curriculum used at the school, the assessments used to measure student progress, and the proficiency and levels expectations students are expected to meet.

- Parents are provided an explanation of all of the programs in place at Kennedy Middle School at Back to School Night, Parent Education Nights, Open House, School Site Council meetings, PTO meetings and at ELAC meetings.
- Teachers review and explain curriculum and assessment data, including proficiency expectations, at parent conferences where parents speak with teachers one-to-one about their children's academic achievement.
- Additionally, the site administration has adopted an open door policy to foster authentic two-way communication with our parents and community members.

If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education to their children.

- Parent experience an open door policy at Kennedy Middle School. They may also prearrange meetings with site administration or staff.
- Parents may submit comments in writing regarding the school site plan as well as attend and participate in regular SSC and ELAC meetings.

Parent/student/School Compact

Kennedy Middle School distributes to parents of Title 1 students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title 1 students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The Kennedy Parent/Student/School Compact is provided to all parents annually with the registration papers. Parents and students sign the compact and return it to the school prior to enrolling their students. During the school year, the School Site Council reviews the current adopted Parent/Student/School Compact in peer groups and makes modifications when needed.

Building Capacity for Involvement

Kennedy Middle School engages Title 1 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 has established the following practices.

The school provides Title 1 parents with assistance in understanding the state's academic content standards, assessments and how to monitor and improve the achievement of their children.

- Kennedy Middle School parents will receive training and necessary information on the above topics through the Annual Title I meeting, School Site Council meetings, ELAC meetings, DELAC meetings, SST meetings, IEP's, parent conferences, Parent Education Nights, Power School, Student Planners and the district and school web pages.

The school provides materials and training to help parents work with their children to improve their children's achievement.

- Kennedy Middle School parents will receive training on effectively using Power

School and the Student Planners to interact with teachers and monitor their children's schoolwork.

- The Kennedy Family Center, SSC, ELAC and DELAC provide parent trainings to increase parental involvement.

With the assistance of Title 1 parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.

- Kennedy Middle School's regular weekly staff development often focuses on best practices for working as partners with parents.

The school coordinates and integrates Title 1 parental involvement program with other programs and conducts other activities such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.

- The Kennedy Middle School Family Center
- The FLY Program
- The What to Expect During Adolescence Parent Education Series
- The 6th Grade Summer Bridge Program
- The 8th Grade High School Transition Information Nights

The school distributes information related to school and parent programs, meetings and other activities to parents in a format and, to the extent practicable, in a language the parents understand.

- All written documents sent home to parents are provided in English and Spanish.
- All auto dialer phone messages are sent in English and Spanish.
- Spanish translation is provided at school events, parent meetings and parent trainings.

The school provides support for the parental involvement activities requested by Title 1 parents.

- Kennedy Middle School parental involvement activities are coordinated and provided based on parent request through parent surveys and oral requests at ELAC meetings, SSC meetings, PTO meetings and parent trainings.
- Parents and the community are encouraged to participate via flyers, newsletters, phone calls and website postings.

Accessibility

Kennedy Middle School provides opportunities for all Title 1 parents, including parents with limited English proficiency, parents with disabilities and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

- Kennedy Middle School translates into Spanish all written and phone communications sent to parents.
- When appropriate, translators or the use of the whisper translating system is used for any and all school wide meetings.