

# New Jersey Department of Education Title I School Parent and Family Engagement Policy

## BURNET MIDDLE SCHOOL

Title I, Part A regulations require that each school served under Title I, Part A jointly develop with and distribute to parents of participating children, a written involvement policy agreed on by the parents that describes the requirements of the Elementary and Secondary Education Act (ESEA) section 1116. Parent and Family Engagement (a) through (e) as listed below:

### A. Policy Involvement

Each school served under this part shall —

1. 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;
  - *We have or will have; advertised via the school website, emails, PTA meetings, fliers, automated calls and open parent meetings. If needed our meetings will be done via Zoom as so we keep all participants safe.*
2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parent and family engagement;

***The meeting will occur at 6pm in the evening and child care will be provided. Additional, emails and all calls will be sent out to provide registration and program information.***

3. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy;
  - *Parent surveys*
  - *Virtual Meetings*
  - *Parent-Teacher Meetings*
  - *PTA Meetings*
  - *Back to School Night*

4. Provide parents of participating children —
  - (A) Timely information about programs under this part;
  - (B) 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 students are expected to meet regarding the challenging State academic standards; and
  - (C) 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.
- **Parent surveys**
- **Virtual Meetings**
- **Parent-Teacher Meetings**
- **PTA Meetings**
- **Back to School Night**
5. If the Annual School Plan (schoolwide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency.

***Parents should reach out to Title I Coordinator to schedule a meeting. During the meeting a parent shall come prepared with suggestions to help improve the schoolwide program plan.***

### **B. 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.

***Parents and teachers shall work collaboratively to help improve student achievement by supporting each other through various actions such as:***

- ***Responding to parent surveys***
- ***Responding timely to teacher/parent emails or phone calls***
- ***Attending annual meetings***
- ***How to monitor their child's progress in Genesis***
- ***Attend workshops regarding state and local academic assessments***
- ***How to work with the school community***

### **C. 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 this part —

1. Shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

**The program will include Math and English strategies to help students and parents prepare for statewide testing. Addition, resources will be provided to get their child ready for upcoming statewide assessments.**

2. Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement;

***Information will be provided through the school website/district website to help parents understand the necessary technological tools/skills to help their child succeed.***

3. Shall educate teachers, pupil services personnel, principals, 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;

- ***Professional Development for Improving PLC process and involve intervention to be implemented during the 2021-2022 school year***
- ***Utilization of Student data information software (Genesis)***
- ***Grade level meetings with students and parents***
- ***Burnet Open House***
- ***Parent Portal, monthly parent newsletter, and the "All-Call" process has been implemented to ensure full community involvement***

4. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children;

NA

5. Shall 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;

***Open Communication with all parents of diverse backgrounds will take place via scheduled parent roundtables using a virtual platform. In addition, ongoing parental surveys via Google will be implemented to evaluate the school programs and their effectiveness on the Burnet Middle School Community.***

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 local educational agency 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 child care costs, to enable parents to participate in school-related meetings and training sessions;
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, in order 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 wide 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; and
14. Shall provide such other reasonable support for parent and family engagement activities under this section as parents may request.

***Currently, the school allows parent feedback and engagement through PTA meetings. Various activities will be conducted throughout the year through their feedback and suggestions.***

#### **D. Accessibility –**

In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

***Translated information will be provided through school website***

**E. Adoption –**

This School- Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by Dr. Scott Taylor, Superintendent of the Township of Union Schools. This policy was adopted by the Township of Union Schools on December 21, 2021 and will be in effect for the period of one year. The school district will distribute this policy to all parents of participating Title I, Part A children on or after December 22, 2021.



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(Signature of Authorized Official)

December 21 , 2021

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(Date)