



Department: Instruction
Policy Number: INS-A015
Effective Date: 5/10/10

ADMINISTRATIVE POLICY

The online version of this policy is official.
Therefore, all printed versions of this
document are unofficial copies.

FAMILY ENGAGEMENT

In support of strengthening student academic achievement, CMCSS receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the district's expectations and objectives for meaningful parent and family engagement and describes how the district will implement several specific parent and family engagement activities.

The CMCSS agrees to implement the following requirements as outlined by Section 1116:

- The school district will put into operation programs, activities, and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each include as a component a school-parent compact consistent with Section 1116(d) of the ESEA.
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of families with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the district plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the families of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state department of education.
- The school district will be governed by the following definition of family engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:
Family engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) families play an integral role in assisting their child's learning;
 - (B) families are encouraged to be actively involved in their child's education at school;
 - (C) families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - (D) other activities are carried out, such as those described in Section 1116 of the ESEA.

Description of how the district will implement required district parent and family engagement policy components:



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JOINTLY DEVELOPED

The CMCSS will take the following actions to involve parents and family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESEA:

District and Family Engagement Policy

Families are involved in the development and review of the district family engagement policy through our CMCSS Learning Center. The Family Engagement Coordinator maintains a database of all parents who are involved in programming throughout the school year and seeks their input yearly on the engagement policy.

School Level Improvement and Title 1 Schoolwide Plans

Families are involved in the development and review of the school family engagement policy through participation in Title 1 committee meetings. The building level administrator seeks parent input yearly on both the engagement policy and Title 1 plan.

TECHNICAL ASSISTANCE

The CMCSS will provide the following coordination, technical assistance, and other support necessary to assist and build the capacity of all Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education:

Through the Title I annual meeting and throughout the school year, CMCSS will provide support and technical assistance to all its Title I schools in planning and implementing effective parent and family engagement practices inclusive of school parent and family engagement policies/plans, school-parent compacts, and all Title I parent and family engagement requirements.

ANNUAL EVALUATION

The CMCSS will take the following actions to conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by families in activities (with particular attention to families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The evaluation will also include identifying the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions. The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective family engagement and to revise, if necessary, its parent and family engagement policies.



School-level documentation will be submitted to and reviewed by the federal programs team. Principals will be required to gather feedback from stakeholders to annually evaluate and determine supports needed at Title I Schools.

RESERVATION OF FUNDS

CMCSS will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

As funds are distributed to each Title I school, the required 1% for parent and family engagement is included. Principals are allowed to increase the amount for parent and family engagement but are aware this amount cannot be decreased. Each Title I school will host the annual Title I meeting and invite parents to participate in the discussion.

COORDINATION OF SERVICES

CMCSS will coordinate and integrate parent and family engagement strategies with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs: Austin Peay State University Psychology and Counseling Department, CMCSS High Schools, Headstart, CMCSS Instructional Staff, Childfind, AmeriCore, TEIS transition meetings, Families in Transition Services that work with local agencies such as Loaves and Fishes, Salvation Army, The Old Fire Station, that encourage and support families in more fully participating in the education of their children by:

Austin Peay State University Psychology and Counseling Department is providing weekly play therapy sessions for children ages 3-8 to strengthen social emotional skills and connections. Graduate level students lead sessions for both students and parents.

CMCSS High School Students provide free tutoring to CMCSS middle and elementary aged students by appointment.

CMCSS Instructional Staff provide multiple programming options for students and families.

- ~~Ask the Expert Series will be a series for parents each month that will provide information on relevant educational topics of interest to support parents in our district.~~
- STEM Nights for students and parents hosted once a month and are available for sign up. Each night is connected to grade level content standards and highly engaging for students with hands on activities such as LEGO robotics.
- Preschool music and early literacy classes for ages 3-5 year olds 3 times a week. These classes encourage early learners to engage with their families and other children while learning key skills to prepare them to be readers and writers.
- Family Reading Nights are hosted monthly and provide literacy activities and engagement in both English and Spanish.
- In conjunction with Montgomery County parks and rec, we join the HUB events. These events provide resources specifically to under privileged citizens.
- In partnership with the City Mayor's office, events are held weekly in the summer to engage the public through a variety of activities. (i.e., informational sessions, enrichment, and positive interaction with law enforcement.

BUILDING CAPACITY OF PARENTS AND FAMILY MEMBERS

CMCSS will, with the assistance of its Title I schools, build families' capacity for strong family engagement by providing materials and training on such topics as literacy training and using technology to help families work with their children to improve their children's academic achievement. Assistance will also be provided to parents and families in understanding the following topics:

- The challenging state academic standards;
- The state and local academic assessments including alternate assessments;
- The requirements of Title I, Part A;
- How to monitor their child's progress; and
- How to work with educators.

School-level and Learning Center activities will be communicated such as workshops, classes, online resources, meeting dates, and any equipment or other materials available that may be necessary to support families in helping their student's academic success.

BUILDING CAPACITY OF SCHOOL STAFF

CMCSS will, with the assistance of its schools and families, educate its teachers, specialized instructional support personnel, principals, and other school leaders, and other staff in the value and utility of contributions of families, and in how to reach out to, communicate with and work with families as equal partners, implement and coordinate parent programs, and build ties between families and schools by:

NOTE TO THE DISTRICT: *The district parent and family engagement policy may include additional paragraphs listing and describing other discretionary activities that the school district, in meaningful*

consultation with its families, chooses to undertake to build families' capacity for involvement in the school and school district to support their children's academic achievement, including the following discretionary activities listed under Section 1116(e) of the ESSA:

- Involving families in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Providing necessary literacy training for families from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training.
- Paying reasonable and necessary expenses associated with family engagement activities, including transportation and child care costs, to enable families to participate in school-related meetings and training sessions.
- Training families to enhance the involvement of other families.
- Maximize family engagement and participation in their children's education, arranging school meetings at a variety of times or conducting in-home conferences between teachers or other educators who work directly with participating children, with families who are unable to attend those conferences at school.
- Providing classes through collaboration with TN Voices on Strengthening Families.
- Adopting and implementing model approaches to improving family engagement.
- Establishing a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- Developing appropriate roles for community-based organizations and businesses, including faith-

ADOPTION

This district parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs.

Revision History:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
8/22/05		Initial Release
5/10/10	A	Total policy revision
2/26/16		Reviewed, no changes
1/7/21		Reviewed, no changes
8/2/21	B	Total policy revision
1/30/24	C	Added Mayor's Nights Out, Strengthening Families and HUB Events

***** End of Policy *****