

**Wells Middle School  
Title I Targeted Assistance School  
Parent and Family Engagement Policy  
2019-2021**

Wells Middle School jointly developed its written Title I parent and family engagement policy with input from Title I parents and family members. Such policy shall be made available to the local community and updated periodically to meet the changing needs of the school and parents. Means of gathering input included reviewing and discussing the policy during the annual Title I, ELAC and SSC meetings. The policy is updated with input from parents every two years.

The policy is distributed to parents and family members of all students at the beginning of the school year in the registration packets and to new enrollees and returning students as part of their new student enrollment packet. During the first year of implementation (2017-2018), the policy was distributed to parents and family members via their student.

The policy describes the means for carrying out the following Title I parent and family engagement requirement. [20 USC 6318 Section 1118(a)-(f) inclusive]

**Engagement of Parents and Family Members in the Title I Program**

To involve parents and family members in the Title I program at Wells Middle School, the following practices have been established:

- The school convenes an annual meeting, at a convenient time to which all parents are invited and encouraged to attend, to inform parents and family members about their school's participation under this part and to explain the Title I requirements, and about the right of parents to be involved.
  - The Title I annual meeting is held each fall. Parents are notified by the Blackboard messaging system, postings on the school website and flyers distributed via email using the Peachjar system.
- The school offers a flexible number of meetings for parents and family members, 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 involvement.
  - Parent groups decided to convene one annual meeting in the evening. If parents request additional meetings, their requests will be met.
- The school involves parents and family members 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.
  - Parents have the opportunity to be involved in the Title program by providing suggestions during the annual meeting. Additionally, School Site Council and English Learner Advisory Committee members have the opportunity to make suggestions and provide input into the school's Title I and parent/family engagement programs during their meetings.
- The school provides parents and family members with timely information about Title I programs through the distribution of the parent and family engagement policy, parent-teacher-student compact, and annual meeting.

- The school provides parents and family members with an explanation of the curriculum to be used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.

All parents who attend PTSA, ELAC, Wells Parent University, or School Site Council are informed about Common Core State Standards and Next Generation Science Standards. CAASPP Summative Assessments and the California Science Test (CAST) are also explained, including scores required to Meet Standards in ELA and Math.

- If requested by parents and family members, the school provides opportunities for regular meetings that allow the parents and family members to participate in decisions relating to the education of their children.

Parents are continually encouraged by all staff members to keep in contact with the school regarding their child's educational needs. Parents are provided with the school's contact information. Parents are invited to attend SST meetings, IEP meetings, and SART meetings to discuss their child's educational program.

### **Student-Parent-Teacher Compact**

Wells Middle School distributes to parents and family members a student-parent-teacher compact. The compact, which has been jointly developed with parents and family members, outlines how parents and family members, 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 and family members:

- ✓ 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 and family members to volunteer and participate in their child's class; and opportunities to observe classroom activities

The student-parent-teacher compact was written with input from staff and site parent groups. The student-parent-teacher compact is reviewed bi-annually in the spring during a parent meeting. Parents are provided the opportunity to make suggestions to the compact.

### **Building Capacity for Engagement and Involvement**

Wells Middle School engages parents and family members in meaningful interactions with the school. It supports a partnership among staff, parents and family members, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

- The school provides parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve achievement of their children.  
All parents who attend PTSA, ELAC, Wells Parent University, or School Site Council are informed about Common Core State Standards and Next Generation Science Standards. CAASPP Summative Assessments and the California Science Test (CAST) are also explained, including scores required to Meet Standards in ELA and Math.

- The school provides parents with materials and training to help them work with their children to improve their children's achievement.
  - Parents are provided with information about how to access the Aeries Parent Portal where they can see their children's grades and attendance minute by minute. Many family nights are provided for parents that train parents with how to work with their children at home. Most topics of Wells Parent University classes focus on how to help students succeed.
  
- With the assistance of parents, the school educates the staff members about the value of parent contributions, and in how to work with parents as equal partners.
  - Parent Conferences are held twice a year, and in addition an incoming 6th grade Parent Night and a Back to School Night are held each fall. These venues are our opportunity to stress the importance of working in partnership to support each student. In addition, our Action Team Partnership consists of parents from all stakeholder groups, and this group plans events for parent participation throughout the year.
  
- The school coordinates and integrates the parent and family engagement 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.
  - Parent involvement is encouraged in campus activities that include but are not limited to Back-to-School Night, School Site Council participation, English Learner Advisory Committee participation, PTSA participation, Lunches on the Lawn, Wells Parent University classes and family nights.
  
- The school distributes information related to school and parent programs, meetings, and other activities to parents in a format and language that the parents understand.
  - Parent involvement information is disseminated during registration in both English and Spanish. Additional activities and events that occur throughout the year are communicated to parents via flyers, the school website, Blackboard phone calls and the Peachjar electronic flyer system.

**Accessibility**

Wells Middle School provides opportunities for the participation of all parents and family members, including those with limited English proficiency, those with disabilities, and parents and family members of migratory students. Information and school reports are provided in a format and language that parents and family members understand. Parent involvement information is disseminated during registration in both English and Spanish. Additional activities and events that occur throughout the year are communicate to parents via flyers, the school website, Blackboard phone calls and the Peachjar electronic flyer system.

**Adoption**

This policy was adopted by Wells Middle School Site Council on 11/20/19 and will be in effect for the period 2019-2021.