

District Parent and Family Engagement Policy

Jackson-Madison County School System (JMCSS)

School Year 2018-2019

Revision Date 03/01/2018

In support of strengthening student academic achievement, Jackson-Madison County School System 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 a number of specific parent and family engagement activities.

The JMCSS 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.

JOINTLY DEVELOPED

The JMCSS 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:

The district will include parents and families in the development of the district parent and family engagement policy, the district improvement plan, and school improvement plans by invitations to district and school-level meetings and by information shared on the district and school websites, school-level Title I site-based meetings, annual Title I school-level meetings, PAC meetings, and annual effectiveness surveys. Parents will be encouraged to participate and share ideas, suggestions, and/or feedback regarding all required documents.

TECHNICAL ASSISTANCE

The **JMCSS** will provide the following coordination, technical assistance, and other support necessary to assist and build 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:

JMCSS Federal Programs Consolidated Administration employs Consulting Teachers to work with each Title I school to assist the principals and school leadership in the allocable expenditures from school allocations, as well as to provide assistance in parent and family engagement. Through the school-based Title I Site-based meetings, the consulting teachers work with the staff, parents, and community stakeholders to review/revise parent and family engagement policies/plans, school-parent compacts, and all Title I parent and family engagement requirements. Additionally, through Title I set-aside funds, there is a Title I Parent and Family Engagement Coordinator (PFEC) who works with all Title I schools and with the district-paid Community Engagement Coordinator (CEC) to plan and implement district and school-level parent and family engagement events. The PFEC and the CEC facilitate quarterly Parent Advisory Council (PAC) meetings comprised of school staff, district leadership, parents, and community partners. The purpose of the PAC is to jointly develop parent engagement events for the district and to exchange ideas for school-level functions. Community partners and stakeholders support school/district parent engagement events by providing materials, handouts, and/or informational booths (i.e. health fairs, college/career fairs, etc.) Annual surveys are provided for parents to determine specific needs/topics for events and changes, improvements, and perception regarding school climate and culture.

ANNUAL EVALUATION

The **JMCSS** 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.

Each spring, JMCSS Title I Parent & Family Community Engagement Coordinator working with the Federal Programs Department will conduct a survey on the district website to evaluate the content and effectiveness of the policy. Additionally, through the district Parent Advisory Committee (PAC) meetings, the results will be evaluated to determine necessary changes. Any necessary modifications will be updated to the policy to insure effectiveness.

RESERVATION OF FUNDS

The **JMCSS** 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.

JMCSS Federal Programs Department allocates at least 1% of the total allocation to the Title I schools. Additionally, Title I set-aside funds are allocated for the Title I Parent and Community Engagement Coordinator position, as well as funds designated for district parent engagement events and/or workshops. The amount allocated from Title I funds will be shared with parents at district and school-level meetings, on the district website, and at the Parent Advisory Committee meetings. The results from the annual survey conducted each fall will also be used to determine funding expenditures based on needs.

COORDINATION OF SERVICES

The **JMCSS** will coordinate and integrate parent and family engagement strategies to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs: Examples of programs with which the district coordinates include district pre-school programs, the Dream Center (a facility for homeless women and children) higher educational institutions, and local industries that encourage and support families in more fully participating in the education of their children by:

Community and business leaders are participants in the Parent Advisory Committee (PAC). Local organizations provide facilities and equipment for parent events. Parent and Family Engagement Coordinator meets with the Community Engagement Coordinator who links the PFEC with additional partners that focus on certain events (i.e. Library, People of Hope, local Churches, and Casey Jones Village, local radio stations). Workshop/events are provided in coordination with community partners/stakeholders for open houses, career fairs, and higher postsecondary institutions. Resources will be available on the district website.

BUILDING CAPACITY OF PARENTS AND FAMILY MEMBERS

The **JMCSS** 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 (including education about the harms of copyright piracy) 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.

The Parent and Family Engagement Coordinator provides a variety of workshops to increase parent involvement and student achievement. Additionally, district leadership and teachers facilitate workshops (i.e. Eureka Math, Homework Help, TNReady, and Literacy). The PFEC provides online resources through the JMCSS website that consists of twelve topics to assist parents with their children in academic success (attendance, study skills, and behavior). The PFEC works with the Community Engagement Coordinator to provide a tip of the day for parents on the district website.

BUILDING CAPACITY OF SCHOOL STAFF

The **JMCSS** 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:

- Training families to enhance the involvement of other families. Training curriculum is used to teach parents about student academic success who will then, in turn, train other parents.
- Maximize family engagement and participation in their children’s education, arranging school meetings at a variety of times. Workshops/events are provided during the day, after school, evenings, and on Saturdays, as well as at a variety of locations across the district.
- Adopting and implementing model approaches to improving family engagement. The Title I Parent and Family Engagement Coordinator implements models provided through state conferences and/or professional learning communities.
- Establishing a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs. The PAC meets quarterly to review successes and plan for future needs.
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities. Partnerships are developed based on specific district and/or school parent needs (i.e. Dream Center, RIFA, local churches, Operation Hope, etc.)

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, as evidenced by invitations to district meetings, agendas, minutes, survey results, and other appropriate documentation.

This policy was adopted by the **JMCSS** on **03/01/2018** and will be in effect for the period of the 2018-2019 school year. The school district will distribute this policy to all families of participating Title I, Part A children on or before September 1st of each year.

Signature of Authorized Official

Date

