



School Parent and Family Engagement Policy Mound Street Academies 2019-2020

In support of strengthening student academic achievement, Mound Street Academies receives Title I, Part A funds and must jointly develop with, agree upon 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(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the district.

Mound Street Academies agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing and timely way, in the planning, review and improvement of programs under Title I, Part A, including the planning, review and improvement of the school parent and family engagement policy and the joint development of the targeted assistance or schoolwide program plan.
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities and parents of migratory children, including providing information and school reports required under Section 1111 of ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and carry out programs, activities and procedures in accordance with this definition:
 - *Parent and family engagement means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:*
 - *Parents play an integral role in assisting their children's learning;*
 - *Parents are encouraged to be actively involved in their children's education at school;*

- *Parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children; and*
- *Other activities are carried out, such as those described in Section 1116 of ESSA.*

- **Jointly Developed**

Mound Street Academies will take the following actions to involve parents in an organized, ongoing and timely manner in the planning, review and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, 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.

Mound Street Academies has a core number of committed parents that attend our Parent Advisory Committee Meetings. They assist in decision making with our parent involvement funds, have creative ideas and help to carry out the parent/student activities. We convene our formal Semi-Annual Title I Review each April. Invitations to the Semi-Annual Title I Review are mailed home to each family. The Semi-Annual Title I Review is also listed as a Parental Involvement Event and is listed on our Special Events Calendar. Both of those documents are mailed home in September as part of our overall Title I mailing. We also discuss Title I with parents throughout the year at our Parental Involvement Events. We let parents know that Mound Street has an Open Door Policy where parents are welcome to come to the school at any time to meet with administrators, teachers or the Title I Family & Community Liaison. We further explain to parents that they are welcome to offer any suggestions to curriculum, professional development and Parental Involvement Events at any time throughout the school year.

Additionally, each September, we mail home all of our Title I Disclosure Documents: School-Parent Compact, Parent's Right To Know Teacher Qualifications, School Parent and Family Engagement Policy and our Board Approved Parent Involvement Policy. We also include information regarding our school bullying policy, expectations for student attendance, a listing of academic web sites to assist parents with helping students at home, our school calendar and our Special Events Calendar which lists all Parental Involvement Events scheduled throughout the school year.

- **Annual Title I Meeting**

Mound Street Academies will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

Mound Street will hold an Open House and the Annual Title I Parent Meeting on Friday, August 2 as part of our Registration Kickoff event. Parents will have the opportunity to meet their student's teachers and administrators. Parents will be notified and invited to the event through our registration packet mailing, through our parent notification system and social media. This will be an all hands on deck event to include the administration and all faculty members.

At The Annual Title I Parent Meeting, we will discuss our schoolwide Title I program, School-Parent Compact, Parent's Right To Know Teacher Qualifications, School Parent and Family Engagement Policy and our Board Approved Parent Involvement Policy. Copies of all of those

documents will be made available to all parents. As with all of our meetings and events, there will be an agenda and a sign-in sheet. The Title I Parent meeting will be offered multiple times during the event. Mound Street's Title I Family & Community Liaison will conduct the meeting.

The Open House runs from 12:00 PM to 6:00 PM in an effort to give parents the opportunity to attend after normal work hours.

Parents will also have the opportunity to ask questions, offer suggestions and be able to volunteer to assist at the school in varying capacities.

- **Communications**

Mound Street Academies will take the following actions to provide parents of participating children the following:

- o Timely information about the Title I programs;
- o Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement; and
- o Information related to the school and parent programs, meetings and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

Each September, we mail home a general description of what Title I is, our required disclosures and parent's rights under Title I. These are the Title I Disclosure Documents that we mail home: School-Parent Compact, Parent's Right To Know Teacher Qualifications, School Parent and Family Engagement Policy and our Board Approved Parent Involvement Policy. We also include information regarding our school bullying policy, expectations for student attendance, a listing of academic web sites to assist parents with helping students at home, our school calendar and our Special Events Calendar which lists all Parental Involvement Events scheduled throughout the school year.

Mound Street Academies takes pride in including all parents in spite of ethnicity, socioeconomic status, and religious views. We are diligent in providing a flexible schedule to involve all parents in their child's education. We are available before school, during the working parent lunch hour, after school and evenings. We make an effort to provide transportation, home visits, and childcare for our families. We provide full opportunities for parents with limited English proficiency, parents with disabilities and parents of migratory children if needed. We provide parents with meaningful opportunities to participate in the education of their children. Much planning and thought goes into our decisions for making meeting times possible and effective for all families.

The Title I Family & Community Liaison will be available to meet with any parent who would not be able to attend any of the meetings or events offered. All the parent would have to do is contact the Title I Family & Community Liaison to schedule an appointment.

We mail home invitations to all of our events, we post information about events on our social media platforms and send text message reminders in advance of meetings and events with our

parent notification system. We also publish a Weekly Update that lists all events occurring during a particular week. The Weekly Update is posted weekly on our FaceBook page and updated weekly on our school website throughout the school year.

- **School-Parent Compact**

Mound Street Academies will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff and students will share the responsibility for improved student academic achievement and how the school and parents will build and develop a partnership to help children achieve the state's high standards.

We hold our formal Semi-Annual Title I Review in April. Invitations to the Semi-Annual Title I Review are mailed home to each family. We also discuss Title I with parents throughout the year at our Parental Involvement Events. We let parents know that Mound Street has an Open Door Policy where parents are welcome to come to the school at any time to meet with administrators, teachers or the Title I Family & Community Liaison. We further explain to parents that they are welcome to offer any suggestions regarding our Title I documents and programs, curriculum, professional development and Parental Involvement Events at any time throughout the school year.

- **Coordination of Services**

Mound Street Academies will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other federal, state, and local programs, including public preschool 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 by:

As discussed, Mound Street Academies employs an Open Door Policy at all times. The Open Door Policy also extends to the Title I Family & Community Liaison, who is available to meet with parents at any time that is convenient for the parent. The Title I Family & Community Liaison is our de facto Parent Resource Center and is available to assist parents with technology issues, academic websites and resources that may assist parents with aiding their student's academic progress outside of school.

Another service provided to parents is access to Mound Street's job coordinator. The Mound Street job coordinator has assisted numerous parents and family members with employment opportunities. Mound Street's school nurse and school counselors have also assisted parents and family members with connections to other services and resources in the area.

Another service in the pipeline deals with long term food security. Mound Street is involved with an urban gardening project with the Foodbank and one of the goals of the program is to teach basic gardening skills. Those skills will assist parents and families with the ability to

grow their own vegetables. Starter plants and the necessary materials to be provided to participants in the program.

● **Building Capacity of Parents**

Mound Street Academies will build the parents’ capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- o Provide parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress and the achievement levels of the challenging state academic standards;
- o Provide materials and training to help parents work with their children to improve their children’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement; and
- o Provide assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging state’s academic standards;
 - The state and local academic assessments, including alternate assessments;
 - The requirements of Title I, Part A;
 - How to monitor their children’s progress; and
 - How to work with educators to improve the achievement of their children.

Mound Street Academies endeavors to hold at least one Parental Involvement Event each month of the school year. Here is a list of all the Parental Involvement Events currently scheduled for the school year:

2019-2020 Parental Involvement Events

August 2019

2019-2020 Open House & School Registration Event will be held on Friday, August 2, from noon to 6:00 PM. Title I Parent Meeting part of the event.

September 2019

We are rolling out a new event this school year, “A Taste Of Mound Street.” The event will give parents an opportunity to meet Mound Street faculty and staff members while enjoying some tasty treats. The event will

feature some unique dishes from around the globe as well as some tasty, healthy items to eat. The event will be held Thursday, September 19,

October 2019

1st quarter awards breakfast will be held Friday, October 18, at 9:30 AM. Parents and family members are invited to join us for a hot breakfast consisting of scrambled eggs, turkey sausage, hash brown potatoes and biscuits. We will acknowledge attendance rates and academic achievements for the quarter. The goal is to demonstrate to parents and students the correlation between attendance and academic achievement.

November 2019

Pizza With Parents Open House will be held Thursday, November 7, from 11:00 AM to 7:00 PM. Students whose parents attend will be able to eat pizza with their parent.

December 2019

We will hold our annual cookie decorating contest on Wednesday, December 18. Parents and family members will be able to decorate cookies and have some Holiday fun. Invitations will be sent to parents and family members.

January 2020

We will hold our 2nd quarter awards ceremony and breakfast on Friday, January 10. The event will start at 9:30. Parents and family members are invited to join us for a hot breakfast consisting of scrambled eggs, turkey sausage, hash brown potatoes and biscuits. We will acknowledge attendance rates and academic achievements for the quarter.

February 2020

On Thursday, February 6, we will hold our Annual Family Dinner. Parents and family members are invited to get their wings on as we will have our wingfest again this year since last couple of years have been an overwhelming success. The past couple years we have incorporated a talent showcase featuring performances by Mound Street staff and students. Family Dinner will run from 4:00 to 7:00.

March 2020

On Friday, March 20, we will hold our 3rd quarter Awards Ceremony. The event will be at 9:30.

April 2020

On Tuesday, April 7, we will hold our Semi-Annual Title I Review with parents. The meeting will start at 3:15 PM.

May 2020

Our Annual Community For Unity Rally will be held Friday, May 1. Time of the event TBA. The purpose of the event is to celebrate our diversity, promote unity among our students and to demonstrate positive role models in the community. Parents and family members are invited to join us for a day of fun.

On Friday, May 15, we will hold the 4th quarter awards ceremony and breakfast. The event will start at 9:30.

Our graduation awards lunch will be held Thursday, May 21. Graduation will be held Friday, May 22, at 10:00.

**Note: All of our events will be promoted through a notice mailed home or sent home with students, through reminders via our parent notification system, social media and will be available on our website. We also publish a Weekly Update that lists all events occurring during a particular week. The Weekly Update is posted weekly on our FaceBook page and updated weekly on our school website throughout the school year.*

We also include a message with our grade card mailings that provides information to parents as to how they can receive weekly updates on their student's progress. We also encourage parents to contact the school if their student did not earn a minimum of at least 1.5 credits during the academic quarter.

- **Building Capacity of School Staff**

Mound Street Academies will provide training to educate teachers, specialized instructional support personnel, principals and 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 by:

Parents are welcome to suggest any type of professional development that they think will be helpful for Mound Street staff members. That professional development may include suggestions on how to better communicate with parents and families. Mound Street staff members undertake at least 10 days of professional development throughout the school year, sometimes more than 10 days. Parents can offer suggestions at the Semi-Annual Title I Review in March. Parental input is reiterated at all of our Parental Involvement Events. Further, going back to our Open Door Policy, parents can make suggestions at any time while meeting with faculty, administrators or the Title I Family & Community Liaison.

- Mound Street Academies will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

Mound Street Academies schedules at least one formal Parental Involvement Event each month during the school year. Invitations to our Parental Involvement Events are mailed or sent home, we send text reminders about events via our parent notification system, we post information about our events on our social media platforms and all of the events are listed on our Weekly Update, which is updated weekly on our website and Facebook page. Our school calendar and our Special Events Calendar are also posted on our website and Facebook page. We mail home all our Title I documents, including the Special Events Calendar and our listing of all Parental Involvement Events.

We hold a Semi-Annual Title I review with parents in April(the event is listed on our Parental Involvement Events calendar as well as our Special Events Calendar) where parents are welcome to make suggestions regarding Parental Involvement Events that they would like for us to hold. Additionally, Mound Street maintains an Open Door Policy where parents are welcome to meet with administrators, teachers or the Title I Family & Community Liaison at any time. Our Open Door Policy is mentioned at all Parental Involvement Events.

● **Building Capacity for Involvement**

The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under Section 1116(e) of ESSA. Indicate which of the following discretionary (optional) parent and family engagement policy components the school will implement to improve family-school partnerships:

Involve parents in the development of training for teachers, principals and other educators to improve the effectiveness of that training;

Provide necessary literacy training for parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training;

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;

Train parents to enhance the engagement of other parents;

Maximize parent and family engagement and the participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school;

Adopt and implement model approaches to improving parent and family engagement;

Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs;

Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.

We hold a Semi-Annual Title I review with parents each March (the event is listed on our Parental Involvement Events calendar as well as our Special Events Calendar) where parents are welcome to make suggestions regarding Parental Involvement Events that they would like for us to hold.

Parents are also given the opportunity to offer suggestions regarding school curriculum as well as professional development suggestions for staff to undertake. Parents are welcome to make suggestions regarding curriculum, professional development or Parental Involvement Events at any time throughout the school year, not just at the formal Title I review.

We offer digital literacy assistance to parents through our Title I mailing which includes a listing of academic websites to assist students with learning outside of school. We include a notice in our grade card mailings offering parents the opportunity to receive weekly progress reports for their student(s). Additionally, parents are welcome to come to the school and school personnel will assist them with

an introduction to Apex, Mound Street's online curriculum software.

Mound Street maintains an Open Door Policy where parents are welcome to meet with administrators, teachers or the Title I Family & Community Liaison at any time. Our Open Door Policy is mentioned at all Parental Involvement Events. If need be, Mound Street can provide assistance to parents for transportation to the school for meeting. Mound Street will also attempt to make accommodations regarding potential language barriers that parents may face. Our teachers are required to make phone calls to student homes in the event of student absences, so regular contact with families is maintained. Our staff members are also available to make home visits to parents if necessary.

Date Reviewed by Mound Street Governing Board: August, 9, 2018