



Trautmann Middle School Parent & Family Engagement Policy

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on, and distribute to, parents of participating children a written parent and engagement policy that contains information required by Public Law 114-95 section 1116 (parent and family engagement policy) of the Every Student Succeeds Act (ESSA). Schools, in consultation with parents, are encouraged to include other relevant and agreed upon activities and actions that will support effective parent engagement and strengthen student academic achievement.

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PART I. GENERAL EXPECTATIONS

- Consistent with section 1116, the school will work to ensure that the required school level parent and family engagement policy meets the requirements of section 1116 (a)(2) of the ESSA, and each include, as a component, a school-parent compact consistent with section 1116(d) of the ESSA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated annually to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parent and family engagement requirements, to the extent practicable, the school will provide full opportunities 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 the ESSA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESSA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (United Independent School District).
- The school will involve the parents 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 engagement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.
- The school will build its own and the parent's capacity for strong parent engagement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.

- The school will provide other reasonable support for parent engagement activities under section 1116 of the ESSA as the parents may request.

- The school will be governed by the following statutory definition of parent engagement, and will carry out programs, activities, and procedures in accordance with this definition: Parent engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

(A) that parents play an integral role in assisting their child’s learning;

(B) that parents are encouraged to be actively involved in their child’s education at school;

(C) that parents 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;

(D) the carrying out of other activities, such as those described in section 1116 of the ESSA.

PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

The School Parent and Family Engagement Policy must include a description of how the district will implement or accomplish each of the following components. [Section 1116, ESSA.] There is no required format for these descriptions. However, regardless of the format the district chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.

1. Trautmann Middle will take the following actions to involve parents in the joint development of its school parent engagement plan under section 1116 of the ESSA:

- Invite parents to revise and edit the TMS Parent & Family Engagement Policy
- Final written plan will be reviewed for approval by our parent and SBDM committee

2. Trautmann Middle will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESSA:

- Print and disseminate the TMS Parent & Family Engagement Policy to parents at Meet the Teacher Night for their input.
- Policy will also be made available at counseling center upon request
- Policy may also be viewed on the TMS webpage (tms.unitedisd.org)

3. Trautmann Middle will hold an annual meeting to inform parents of the school’s participation in Title I, Part A Programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A Programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parent engagement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

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|--------------------|------------------------------|
| • Send home flyer | Send home calendar |
| • School Messenger | Place information on Marquee |

- Counselors Remind 101

4. Trautmann Middle will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

- Parent Meriendas Parent / Teacher conferences
- STAAR parent meetings Techie Nights

5. Trautmann Middle will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

- Parent / Teacher conferences Parent & Family Engagement Policy Meeting
- Monthly parent meetings Parents invited to be a part of special programs committee
- Surveys issued after monthly meetings

6. Trautmann Middle will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

- Student Report Card (to be accessed on the Texas Assessment Data Portal: <https://txparentportal.emetric.net>)
- Campus Report Card
- Campus Report Card may also be viewed on TMS webpage

7. Trautmann Middle will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

- A letter is sent home to parents
- Parents may request a conference with teacher/ counselor/ or administrator

8. Trautmann Middle will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph:

- the state's academic content standards,
- the state's student academic achievement 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: (Parent Learning Summit, Monthly Parent Meetings, Orientation Mtg.)

9. Trautmann Middle will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:

- Techie Nights
- Parent Meriendas
- Parent Learning Summit

10. Trautmann Middle will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- Parents input on the TMS Student/Parent/Teacher Compact
- Faculty Meetings
- Department Meetings
- Remind 101
- Teacher feedback thru email

11. Trautmann Middle will, to the extent feasible and appropriate, coordinate and integrate parent engagement programs and activities with Head Start, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- Healthy Summer Meals for Kids program held at 6th grade TMS cafeteria & UISD schools hosting Summer School
- ESL classes are hosted at TMS upon organization's request
- TYLER on-line registration support/assistance (TMS lab)
- TYLER Parent Portal support/assistance (TMS lab)

12. Trautmann Middle will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

Flyers sent home in English and Spanish

School Messenger sent in English and Spanish

PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1116(e) of the ESSA:

- may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training; (surveys)

- may provide necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- may pay reasonable and necessary expenses associated with parent engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions; Ex. Parent Learning Summit
- may train parents to enhance the involvement of other parents; Family Leadership Institute
- 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, arrange meetings with parents who are unable to attend conferences at school in order to maximize parent engagement and participation in their children's education;
- may establish a school parent advisory council to provide advice on all matters related to parent engagement in Title I, Part A Programs; (example: Parent Volunteers)

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PART IV. ADOPTION

This School Parent and Family Engagement Policy has been developed jointly with and agreed with parents of children participating in Title I, Part A Programs, as evidenced by our TMS Parent Advisory Council. This policy was adopted by the United Independent School District on May 22, 2018 and will be in effect for the school year of 2018-2019. The school will distribute this policy to all parents of participating Title I, Part A children **on or before September 8, 2018.**

Ms. Leticia Menchaca
Trautmann Middle School Principal