



Whole Child - Whole School - Whole Community

**PARK FOREST-CHICAGO HEIGHTS SCHOOL DISTRICT 163
FAMILY ENGAGEMENT POLICY**

**MICHELLE OBAMA SCHOOL OF TECHNOLOGY AND THE ARTS
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Michelle Obama School of Technology and the Arts Parent and Family Engagement Policy

In support of strengthening student academic achievement, each school in Park Forest-Chicago Heights School District 163 that receives Title I, Part A funds will develop jointly with, agree on with, and distribute to, parents a written parent and family engagement policy that contains information required by section 1116 Title I, Part A – Parent and Family— Formerly Known as ESEA Section 1118 Parental Involvement 1118 of the Elementary and Secondary Education Act (ESEA).

Districts and schools will partner with families through the ISBE Family Engagement Framework Principles for Family Engagement:

- Developing a family engagement system
- Building a welcoming and supportive environment
- Enhanced communication
- Including parents in decision making

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PART I. GENERAL EXPECTATIONS

The Michelle Obama School of Technology and the Arts agrees to implement the following statutory requirements:

- Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

c) **POLICY INVOLVEMENT-** Michelle Obama School of Technology and the Arts served under this part shall —

1. convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's
 - a. participation under this part and to explain the requirements of this part, and the right of the parents to be involved;
2. offer a flexible number of meetings, 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 parental involvement;

3. involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating

4. provide parents of participating children —
 - (A) timely information about programs under this part;
 - (B) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and
 - (C) if requested by parents, opportunities for regular meetings 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.

5. if the schoolwide program plan under section 1114(b) 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.

(D) SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC

ACHIEVEMENT- As a component of the school-level parent and family engagement policy developed under subsection (b), each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

Such compact shall —

- (1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging State academic standards, and the ways in which each parent will be responsible for supporting their children's learning,; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and

- (2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum — *continued below (A) through (D)*

- (A) parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
- (B) frequent reports to parents on their children's progress;
- (C) reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and
- (D) ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

6. **BUILDING CAPACITY FOR INVOLVEMENT-** To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part —

(1) shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

(2) shall provide materials and training to help parents to 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 parental involvement;

(3) shall 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;

(4) shall, to the extent feasible and appropriate, coordinate and integrate parent involvement 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;

(5) shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and,

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

7. **ACCESSIBILITY.**—In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children),

including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

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

1. Michelle Obama School of Technology and the Arts will take the following actions to involve parents in the joint development of its school family and parental involvement plan under section 1116 Title I, Part A:
 1. *Parents are encouraged to join the PTO or attend monthly PTO meetings. Administrators attend to hear parent ideas and concerns.*
 2. *Parents and students were invited to the "Back to School Bash" to become familiar with the school and meet staff. Meeting date: August 20, 2019*
 3. *All 8th grade parents were invited to the Leadership Launch on Friday, August 30, 2019.*
 4. *All 8th grade parents are invited to an 8th grade expectations meeting on September 5, 2019.*
 5. *All students and parents that attend the Intervention Center partake in an exit meeting.*
 6. *All students and parents are invited to Open House to learn about curriculum. Meeting date: September 5, 2019.*
 7. *Parents are invited to Parent Teacher Conferences three times a year to get updates on student progress.*

2. Michelle Obama School of Technology and the Arts will take the following actions to involve parents in the process of school review and improvement under section 1116 Title I, Part A:
 1. *Parents are regularly sent Robo calls informing them of the upcoming activities.*
 2. *Regular updates are shared on the school website, Twitter and Facebook.*
 3. *Monthly newsletters will be shared with parents*
 4. *All parents are offered to join our Class DoJo communication system.*
 5. *Information concerning academic and extracurricular activities is posted to our website.*
 6. *Hold a parent meeting to discuss our school improvement plan to make recommendations.*
 7. *Hold a meeting with parents to discuss the Title I Plan and discuss changes needed.*

3. Michelle Obama School of Technology and the Arts 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 parental involvement 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:

1. *Send home an invitation via Class Dojo, Thrillshare, Twitter, Facebook and an e-mail blast.*
 2. *Send a Robo call before the event.*
4. Michelle Obama School of Technology and the Arts 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:
1. *School Improvement meetings are held quarterly with staff.*
 2. *Parents are presented with a PowerPoint that explains our programs through Title I.*
 3. *Subject area priority standards will be sent home to parents in the monthly newsletter.*
5. Michelle Obama School of Technology and the Arts 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:
1. *Parents suggestions are collected and reviewed for feasibility with the Director of Title I.*
 2. *Recommendations are discussed at the Title I meetings to determine which ones will be implemented for the current year or following year.*
 3. *A suggestion box will be in the front office, allowing parents the opportunity to leave their thoughts on school improvement.*
6. Michelle Obama School of Technology and the Arts 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:
1. *All parents and students have access to students grades at all times through Skyward.*
 2. *All parents are sent home progress reports at the mid-point of the quarter and at each teacher's discretion or parent request.*
 3. *Parents are provided the opportunity to meet with teachers three times a year via parent/student/teacher conferences.*
 4. *All parents are provided with student MAP scores, eligibility scores, IAR results and classroom assessments at the request of the parent or quarterly.*
7. Michelle Obama School of Technology and the Arts 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 Part A,
- how to monitor their child's progress, and
- how to work with educators:

1. Math Night
2. Family Reading Night
3. Poetry Slam
4. TTM Training
5. Open House
6. Parent /Teacher Conferences (3 times per year)
7. Technology Night
8. Back to School Bash

8. Michelle Obama School of Technology and the Arts 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 family engagement, by:

1. Math Night
2. Family Reading Night
3. Poetry Slam
4. Technology Night
5. Open House
6. Parent /Teacher Conferences (3 times per year)
7. Back to School Bash
8. TTM Training

9. Michelle Obama School of Technology and the Arts 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:

1. *Meetings are held with parents to share information and dialogue on how to better communicate with parents that are working and/or to inform parents of what strategies are being presented to students.*
2. *Monthly newsletters will be sent home informing parents about how they can help their child's education at home.*
3. *Parents receive weekly updates on the information shared with staff about programs via Robo calls, Thrillshare, Twitter, Facebook, etc.*
4. *Parents are invited to Technology Night to learn about topics such as: internet safety, cyberbullying, etc.*
5. *Parents are invited to join the Parent Mentor Program.*

10. Michelle Obama School of Technology and the Arts will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with 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:

- 1. Parent Involvement Events will be hosted in conjunction with the district coordinator.*

11. Michelle Obama School of Technology and the Arts will take the following actions to ensure that information related to the school and parent engagement 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:

- 1. All information for both academic and behavioral programs is sent home and available at the front office for parent viewing*
- 2. All information is sent home at Open House and Parent Teacher Conferences*
- 3. All parents are invited to attend any programs or activities that the students participate in including and not limited to:*
 - a. Field trips*
 - b. Cultural programs*
 - c. School Assemblies*
 - d. Classroom visitation*

PART III. DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

The School may include additional 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:


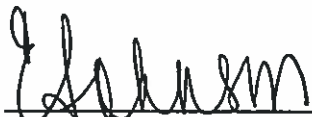
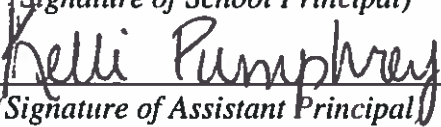
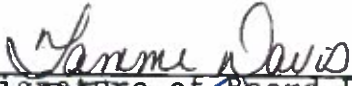
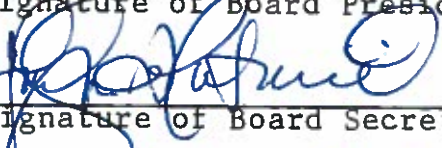
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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PART IV. ADOPTION

Michelle Obama School of Technology and the Arts Parent and Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by meetings on: October 4, 2019.

This policy was recommended for adoption to Park Forest-Chicago Heights School District 163 in October, 2019 and will be in effect for the 2019-20 school year. The school will distribute this policy to all parents of all children on or before November 8-9, 2019 (Parent - Teacher Conferences.)

 _____ (Signature of School Principal)	 _____ (Signature of Title I Director)
 _____ (Signature of Assistant Principal)	10-21-19 _____ (Date)
10-21-19 _____ (Date)	 _____ (Signature of Board President)
_____ (Signature of Authorized Agent)	 _____ (Signature of Board Secretary)
_____ (Date)	10-28-19 _____ (Date)