



## **School Parent and Family Engagement Policy School Year 2024-2025**

In support of strengthening student academic achievement, Orchard 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 parent and family engagement policy (written or posted on school website), agreed on by such parents and family members, that shall describe the means of carrying out the requirements of The Every Students Succeeds Act (ESSA) Section 1116.

Parents and family members shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents and family members can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of the parents, family members, and the school. The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parental and family engagement activities.

Orchard understands that parent and family engagement means the participation of parents and families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- Parents and families play an integral role in assisting their child's learning
- Parents and families are encouraged to be actively involved in their child's education at school
- Parents and 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

Orchard agrees to implement the following requirements as outlined by ESSA Section 1116:

### **A. ANNUAL TITLE I MEETING**

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

- Meetings will be held in person at our Open House on September 12, 6 – 8 pm.

## **FLEXIBLE NUMBER OF MEETINGS**

Orchard will offer a flexible number of engagement meetings in accordance with the OPHAS level as outlined in Part A at convenient times for parents and families, such as meetings in the morning or evening (for which the school may use Title I funds to provide transportation, childcare or home visits, as such services relate to parent and family engagement.

*Parent meetings will happen once a month*

*Weekly phone calls will be made for attendance concerns by school staff members to seek out supports needed.*

*Family events will be hosted throughout the year*

*Communications will be made through the IWR system, social media, parent newsletters and in person.*

## **B. JOINTLY DEVELOPED**

Orchard will take the following actions to engage parents and families 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 schoolwide program plan.

*Parent Meetings*

*Parent Workshops*

*Food Bank produce program*

## **C. COMMUNICATION**

Orchard will provide parents and families of participating children timely information about programs under Title I, including:

- a) a description and explanation of the curriculum in use,
- b) forms of academic assessment used to measure student progress,
- c) achievement levels of the state academic standards, and
- d) if requested by parents and families, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicable possible.

Information related to the school and parent and family engagement programs, meetings, and other activities, will be provided to the parents and families of enrolled children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents and families can understand.

- *Use of virtual meetings*
- *Recorded meetings/events*
- *Posting in Schoology, on social media, and our website*
- *Use of our IVR system*
- *Newsletters home to families*
- *Two-way communication with staff*
- *Home visits*

#### **D. DISSENSATION PROCESS**

Orchard will submit any comments/concerns to the CMSD Office of Family and Community Engagement if the schoolwide plan and/or parent and family engagement policy is not satisfactory to parents and family members.

*Any comments/concerns can be emailed to the Executive Director of Family and Community Engagement, Tracy Hill, at [tracy.hill@clevelandmetroschools.org](mailto:tracy.hill@clevelandmetroschools.org).*

#### **E. SCHOOL-PARENT COMPACT**

Orchard will take the following actions to jointly develop with parents and family members of enrolled children a school-parent and family compact that outlines how parents, families, school, staff, and students will share the responsibility for improved student academic achievement and develop a partnership to help children achieve the state's high standard and how the plan is used, reviewed, and updated.

- *Hold stakeholder meetings where the ideas for this year are discussed and planned.*
- *Utilize the support of the PAC to develop a yearlong plan.*

#### **F. BUILD CAPACITY OF PARENTS**

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

- Materials and trainings to help parents and families 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
- Provide assistance to parents and families of enrolled children, as appropriate, in understanding topics such as the following:
  - 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 to improve the achievement of their children.
- Educate school personnel, specialized instructional support personnel, principals, other school leaders, and other staff, with the assistance of parents and families, in the value and utility of the contributions of parents and families, and in how to reach out to, communicate with, and work with parents and families as equal partners, implement and coordinate parent and family programs, and build ties between parents, families, and the school.
- Coordinate and integrate parental and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as family resource centers and materials that encourage and support parents and families to fully participate in the education of their children.

## **G. ACCESSIBILITY**


Orchard in carrying out the parent and family engagement requirements of this part, to the extent practicable, shall provide full opportunities, for the participation of parents and family members (including parents and family members with 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/caregivers understand.

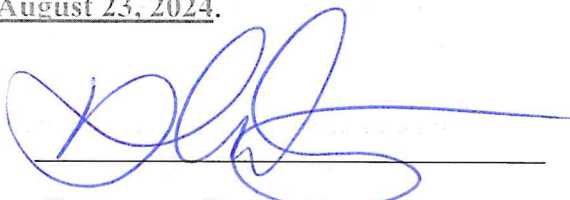
*Use of translating phone services for those in need. Use of bilingual paraprofessionals and support staff where applicable.*

*Use of the elevator for any non-ambulatory parents or guardians for those in need.*

This School Parent and Family Engagement Policy has been developed jointly with, and agreed on with, parents and families of children participating in Title I, Part A programs.

This policy was adopted by the Cleveland Metropolitan School District and will be in effect for the period of (School Year). The school will distribute this policy to all parents and families of participating Title I, Part A children on or before August 23, 2024.

  
 \_\_\_\_\_  
 (Signature of Principal)  
8/23/24  
 \_\_\_\_\_  
 (Date)

  
 \_\_\_\_\_  
 (Signature of Parent/Caregiver Leader)  
8-23-24  
 \_\_\_\_\_  
 (Date)



## Family School Compact School Year 24-25

**Orchard**, scholars participating in the Title I, Part A program, and their families, agree that this compact outline how the family, the entire school staff and the scholar will share the responsibility for improved scholar academic achievement as well as describe how the school and families will build and develop a partnership that will help scholars achieve the state's high standards.

### School Goals

Parent Teacher conferences will be held quarterly in accordance with district guidelines as well as by request of a parent at a time convenient to them.

School will provide individualized learning opportunities for all students and supports for families to support their children.

School will provide communications home regarding progress twice quarterly with report cards and interim progress reports.

School will host monthly Parent Townhalls to address any concerns and provide helpful information and resources.

### Teachers, Families, Scholars – Together for Success

#### The Classroom

Families can volunteer to support instruction in the classroom, on field trips or other ways that are mutually beneficial.

Teachers will communicate with families, opportunities to support learning, through Seesaw and Schoology as well as text and emails.

Parents will have accounts for two-way communication through Remind, Class Dojo, and Pikmykid.

#### At Home

Families can support by:

Sending scholars to school every day who are well.

Consistently reviewing school website and social media

Creating a schoolwork space at home

Making sure that contact information is current

Promoting positive use of scholar's extracurricular time

Staying informed about their scholar's education and communication with the school by promptly reading all notices from the school or the school district

#### Scholars

**Scholars should do their homework every day and ask for help when needed.**

Read at least 30 minutes every day outside of school time and participate in asynchronous learning opportunities.

Attend and participate in instruction and use individualized learning pathways like iReady.

Show responsibility for their assigned technology needed to stay fully engaged in instruction.

Take home all notices and information received from school and give to parent or guardians.