



School Parent and Family Engagement Policy School Year 2023-2024

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 to 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.

Considering ongoing concerns due to the Coronavirus (COVID-19), each school in the Cleveland Metropolitan School District will make the health and well-being of participants, staff, partners, and other guests a top priority. During the 2023/2024 school

year, all meetings will be held in alignment with the Ohio Public Health Advisory System (OPHAS) as follows:

- Level 1 – Meetings can be held in person or remotely. Any meetings held in person will be done with strict adherence to health and safety guidelines (handwashing, hand sanitizing, wearing masks and following social distance guidelines of at least 6ft), to ensure to the extent possible prevention of the spread of the virus.
- Level 2, 3, and 4 – All meetings will be held remotely and recorded to post on the schools website for viewing at a convenient time for all families, and staff.

Click the following link for a full explanation of OPHAS levels:

<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system/>

This meeting is held the 3rd week of September. Additional parent information meetings were also held throughout the school year.

B. 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, child care or home visits, as such services relate to parent and family engagement (if the state’s current OPHAS Level is 1).

Parent meetings will take place once a month.

Weekly phone calls will be made for attendance concerns by educators to seek supports needed by families.

Family events will be hosted virtually, in person, or both throughout the school year.

Communications will be made through the IVR system, flyers, learning management system, and weekly parent newsletter.

C. 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 and surveys

Food bank distribution in person trainings and supports for parent volunteers

D. 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 challenging 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 practicably 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 zoom meetings, recorded meetings and posting on Schoology, school's website, social media (e.g., Facebook and Twitter). Use of IVR system, newsletters home to families every week via text and posted on social media, Schoology, Seesaw, and school's website. Individual teacher contacts.

E. DISSENSION 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.

F. 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 standards for family and community engagement and how the plan is used, reviewed, and updated.

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

G. BUILD CAPACITY OF PARENTS

Orchard will build the 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 training to help parents and families to work with their children to improve their child'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, and 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.

Any additional activities and family nights we can organize

H. 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 paras and support staff where applicable.

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.

PAC meeting held on 4/19/23 to discuss School Parent and Family Engagement Policy.

This policy was adopted by the Cleveland Metropolitan School District and will be in effect for the period of (School Year 2023 -24). The school will distribute this policy to all parents and families of participating Title I, Part A children on or before June 6, 2023.



(Signature of Principal)



(Signature of Parent/Caregiver Leader)

(Date) 3/29/23

(Date) 03-29-23

