



## ***Cleveland Metropolitan School District*** **Parent and Family Engagement Policy**

In support of strengthening student academic achievement, the Cleveland Metropolitan School District (CMSD) 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 written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes CMSD's expectations and objectives for meaningful parent and family engagement and describes how CMSD will implement a number of specific parent and family engagement activities, and it is incorporated into CMSD's plan submitted to the Ohio Department of Education.

### **Core Values**

The Cleveland Metropolitan School District is committed to authentic engagement of families/parents and community partners that reflects the following core values:

- All parents have dreams for their children and want the best for them;
- All parents have the capacity to support their children's learning;
- Parents and school staff should be equal partners in the education of children;
- The primary responsibility for building partnerships between home and school rests mainly with school leaders and staff;
- Our community partners and stakeholders are valuable contributors to the education of our students in preparing them to compete in the 21st Century Global Economy and are critical to the success of *The Cleveland Plan* and the continued vitality of the region.

### **Vision**

Every school will welcome every family and student (regardless of race, ethnicity, religious or sexual orientation, socioeconomic status, linguistic differences, or family structure), community agencies and volunteers, actively engaging them as partners in student learning and school improvement

The Cleveland Metropolitan School District agrees to implement the following requirements as outlined by Section 1116:

- The school district will put into operation programs, activities, and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each include as a component a school-parent compact consistent with Section 1116(d) of the ESSA.
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and

school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents understand.

- If the CMSD plan for Title I, Part A, developed under Section 1112 of the ESSA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state Department of Education.
- The school district will be governed by the following definition of parent and family engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

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:

- (A) Parents play an integral role in assisting their child’s learning
- (B) Parents are encouraged to be actively involved in their child’s education at school
- (C) 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) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE DISTRICT WILL IMPLEMENT REQUIRED  
LEA PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

**JOINTLY DEVELOPED**

The Cleveland Metropolitan School District will take the following actions to involve parents and family members in jointly developing its plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESSA:

*The district and school policies, and the Academic Achievement Plans are reviewed each school year and revised annually based on input and feedback from parents.*

*For each priority in the Academic Achievement Plans, schools must identify evidence-based family engagement strategies to ensure the creation of strong family/school partnerships.*

*Sources used in the development of these policies and plans include individual school meetings, completed workshop evaluations, annual parent survey results, district and Network parent meetings, workshop discussions, and parent-teacher conferences.*

*This policy and all school policies will be posted on our district and school websites where they are available for parent comments and suggestions. This policy is a working document subject to review and revision.*

## TECHNICAL ASSISTANCE

The Cleveland Metropolitan School District will provide the following coordination, technical assistance, and other support necessary to assist and build capacity of all Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance, which may include meaningful consultation and collaboration with Community Based Organizations and agencies, business leaders, and philanthropic organizations, faith-based leaders, or individuals with expertise in effectively engaging parents and family members in education.

*The Executive Director of Family and Community Engagement and team of Network FACE partners will provide guidance and support on appropriate use of parent and family engagement funds and review school Parent and Family Engagement Policies, Academic Achievement Plans, and School-Parent Compacts to ensure compliance and best practices for building effective school/family/community partnerships.*

## ANNUAL EVALUATION

The Cleveland Metropolitan School District will take the following actions to conduct, with the meaningful engagement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A schools.

The evaluation will include identifying barriers to greater participation by parents in activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

The evaluation will also include identifying the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions.

The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies, and to revise, if necessary, its parent and family engagement policies.

*Parents will be surveyed annually to determine whether parent engagement needs are being met effectively and appropriately through the implementation of the parent and family engagement programs. Parents will be given the option to complete surveys via phone, paper copy or electronically. The results of these surveys will be used to develop strategies for school improvement and revise the district and school Parent and Family Engagement Policies. These results will also be used in planning future parent workshops and meetings. Areas evaluated will include academics and school leadership, parent and family engagement Title I activities and programs, and school climate.*

## **RESERVATION OF FUNDS**

The Cleveland Metropolitan School District will engage the parents and family members of children served in Title I, Part A schools in decisions about how the percentage of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

*During the Annual Title I meeting, the school will share the budget for parent and family engagement activities and recruit parents to serve on the Parent Advisory Committees or School Parent Organization. Parents from these PACs/SPOs will serve on Family Engagement Committees at schools and help develop Title I Action Plans for programs and activities which utilize these funds. All Title I Action plans must be signed by the FACE Network Partner, principal and a parent.*

## **COORDINATION OF SERVICES**

The Cleveland Metropolitan School District will coordinate and integrate parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs: Head Start, CEOGC, Cuyahoga County Universal PreK programs, and the ODE Early Childhood Expansion that encourage and support parents in more fully participating in the education of their children by:

*The Cleveland Metropolitan School District will coordinate with Head Start, CEOGC, and Cuyahoga County Universal PreK programs, and ODE Early Childhood Expansion to facilitate a smooth transition for both parents and students from these programs to Cleveland Metropolitan School District schools by working collaboratively with these outside agencies and host an annual Kindergarten Kickoff to welcome these families into district schools.*

## **BUILDING CAPACITY OF PARENTS AND STAFF**

The Cleveland Metropolitan School District will, with the assistance of its Title I schools, build parents and family capacity for strong engagement by providing materials and training on such topics as literacy development, social emotional learning, the importance of attendance, STEM, the instructional core, career and college readiness and using technology to help them work with their children to improve their academic achievement. The Cleveland Metropolitan School District will survey parents and families annually to determine topics for workshops and other offerings to include in the Parent University programs offered by the district and in schools.

Assistance will also be provided to parents in understanding the following topics:

- The challenging State academic standards
- The State and local academic assessments including alternate assessments
- The requirements of Title I, Part A
- How to monitor their child's progress
- How to work with educators to create strong family/school/community partnerships.
- Volunteerism
- Parent leadership and advocacy
- 3<sup>RD</sup> Grade Reading Guarantee

- High School Graduation Requirements
- Social Emotional Learning
- Attendance

*Title I schools will offer programs, workshops and events that are linked to the Strategic Priorities of their Academic Achievement Plans. Schools that have space will develop family resource centers with resources and materials to build their capacity to support student learning and social emotional development. Schools will host workshops to familiarize parents and families with online tools so parents can assist with career and college planning, test preparation, and gain familiarity with computer-based programs that are used to support the instructional core. Title I schools will have a resource area, bulletin board or room and post information about resources available in the community, school programs and events, and Parent University offerings. Title I schools will provide tips and ideas to parents on helping their children with core content subject areas.*

The Cleveland Metropolitan School District Office of Professional Development and Office of Family and Community Engagement will provide capacity building workshops and trainings to school leaders, teachers and other school employees to deepen their understanding of how parent and family engagement contributes to school improvement; about the value and importance of family engagement; how to reach out to, communicate with, and partner with parents and families of diverse backgrounds and cultures; and how to implement and coordinate parent and family programs to build strong partnerships between families and schools. The Cleveland Metropolitan School District and its schools will use the following strategies to communicate with parents and families

- *Social Media*
- *Electronic newsletters (e-communicator and The Cleveland Plan News) and school newsletters (electronic and paper)*
- *Report cards, interim progress reports and graded classroom work, projects, and exams*
- *Online grade books*
- *Parent/Teacher Conferences which are scheduled at times convenient for families*
- *Communication apps – Class Dojo, Remind, CMSD app, etc.*
- *Phone calls and recorded IVR messages*
- *Text messages and email*
- *Paper and online flyers*
- *Home visits*
- *Webinars*
- *District and school websites*

In order for parents and families to participate in Title I Parent and Family Engagement programs, workshops and events, the Cleveland Metropolitan School District will:

- Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and child care costs, to enable parents to participate,
- Train parents to enhance the engagement of other parents,
- Maximize parent/family engagement and participation in their children’s education by arranging school meetings at a variety of times,

- Conduct phone conferences between teachers or other educators who work directly with participating children for parents who are unable to attend those conferences at school,
- Adopt evidence-based strategies to improve parent and family engagement, such as Academic Parent Teacher Teams, Student-led conferencing, Grade level consultancies, and Parent/Teacher data teams,
- Establishing a districtwide parent leadership networks 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 parental and family engagement activities through the Community Wrap Around strategy and Parent University.

### **ADOPTION**

This CMSD parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, as evidenced by this document and sign-in sheets from district and school meetings, and surveys.

This policy was adopted by the Cleveland Metropolitan School District Board of Education on June 26, 2018 and will be in effect for the period of the 2018-2019 and 2019-2020 school years. The school district will distribute this policy to all parents of participating Title I, Part A children on or before August 1<sup>st</sup>, 2018 by placing it on the school district website.