**Ray Wiltsey Middle School**

**Parent Involvement Policy**

**2023-2024**

Ray Wiltsey Middle School has developed a written Title I Parental Involvement Policy with input from Title I parents. This Parental Involvement Policy was developed with input from parents during the course of several parent meetings including the School Site Council, English Learner Advisory Committee, Coffee with the Principal and Back to School Night*.* Ray Wiltsey Middle School has distributed the policy to parents of Title I students. The Parental Involvement Policy is distributed to parents during the student registration process at the beginning of the school year. Additional copies are made available in the office and distributed to new enrollee parents as part of the enrollment process. The policy describes the means for carrying out the following Title I parental involvement requirements [*20 USC* 6318 Section 1118(a)-(f) inclusive].

**Involvement of Parents in the Title I Program**

To involve parents in the Title I program at Ray Wiltsey Middle School, the following practices have been established:

* The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.   
  The annual meeting takes place at the Ray Wiltsey Back To School Night prior to classroom visits.
* The school offers a flexible number of meetings for Title I parents.
* The Title I program is also reviewed with parents during School Site Council, SELPAC, and Coffee with the Administration meetings.
* The school involves parents of Title I students in an organized, ongoing, and timely manner, in the planning, review, and improvement of the school’s Title I programs and the Title I Parental Involvement Policy.
* The school provides parents of Title I students with timely information about Title I programs.  
  All Ray Wiltsey Middle School students are given a planner as a communication tool for teachers to inform parents about their programs. Ray Wiltsey Middle School also uses School Loop to communicate with parents about programs and important meetings.
* The school provides parents of Title I students with an explanation of the school curriculum, the assessments used to measure student progress, and the proficiency levels students are expected to meet.  
  These opportunities take place at:
  + Student-Led/Parent Conferences
  + Coffee with The Principal
  + Parent Education Workshops
  + School Site Council
  + SELPAC
* If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.  
  These opportunities take place at:
  + Coordination of Services Team
  + Student Study Team
  + School Site Council
  + Site English Learner Advisory Council
  + Coffee with the Principal

**School-Parent Compact**

*Ray Wiltsey Middle School* distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State’s high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

* The school’s responsibility to provide high-quality curriculum and instruction
* The ways parents will be responsible for supporting their children’s learning
* The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child’s class; and opportunities to observe classroom activities

*The Parental Involvement Policy was developed with input from parents given during School Site Council meetings, Site English Learner Advisory Council meetings, and Coffee with the Principal meetings. The Parental Involvement Policy and compact are distributed to parents during the registration process at the beginning of each school year. In addition, they are available in the front office and are given to parents of new enrollees with the registration packet.*

**Building Capacity for Involvement**

*Ray Wiltsey Middle School* engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

* The school provides Title I parents with assistance in understanding the State’s academic content standards, assessments, and how to monitor and improve the achievement of their children.   
  *Ray Wiltsey Middle School will provide parents of participating children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet at:*
  + *Parent-Teacher Conferences*
  + *Coffee with Administration*
  + *Parent Education Workshops*
* The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.   
  *Ray Wiltsey Middle School will:*
* *Provide parent-teacher conferences for all parents of students performing below expectations; and providing instructional resources that would assist parents in working with their children and understanding educational topics.*
* *Provide all parents of students performing below expectations; the opportunity to attend literacy and numeracy workshops that would assist parents in working with their children and understanding education topics.*
* With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.

*Ray Wiltsey Middle School will, with the assistance of its district and parents, educate its teachers, pupil services personnel, 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:*

* + *Professional Development*
  + *Articles/Newsletters*
  + *Resource materials and brochures*
* The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.

*The school will, with assistance of its District, provide materials and training to help parents work with their children to improve their children’s academic achievement, such as literacy training, and technology, as appropriate to foster parental involvement by:*

* + *Providing parent-teacher conferences for all parents of students performing below expectations; and providing instructional resources that would assist parents in working with their children and understanding educational topics.*
  + *Providing all parents of students performing below expectations; the opportunity to attend literacy and numeracy workshops that would assist parents in working with their children and understanding education topics.*
* The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.

*Ray Wiltsey staff distributes Information related to school and parent programs, meetings, and other activities in both English and Spanish. All home communication bulletins and all flyers and newsletters are translated and sent home in a language the parents can understand.  Ray Wiltsey staff has bilingual personnel to facilitate translation and uses District personnel when necessary.*

* The school provides support for parental involvement activities requested by Title I parents.

*Ray Wiltsey Middle School will build the schools’ and parents’ capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement through the following activities listed below:*

* + *Information and ideas about the academic work their children do in class.*
  + *Coordinated links between what is happening in the classroom and activities at home.*
  + *Academic goal setting.*
  + *Ideas on how to help their child with homework.*
  + *Increased communications with the teacher.*
  + *Better communication between the parent and child through reviewing student work, practicing skills, monitoring and discussing homework.*

**Accessibility**

*Ray Wiltsey Middle School* provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

*Ray Wiltsey Middle School will invite all parents of children participating in Title I, Part A programs to all parent meetings and events and will encourage them to attend by:*

* + *Communicating through telephone calls, parent-teacher conferences, direct mailing, website posting and/or offering of alternative evening meetings.*
  + *To the extent possible, all information will be translated in the languages represented within the school. In addition, attempts will be made to organize and gather resources to hold a minimum of one parent meeting in a language other than English.*
  + *Convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meeting*