

**Jerome D. Mack Middle School
Parent And Family Engagement Policy
2018-2019**

1. This policy has been jointly developed and agreed upon by the Jerome D. Mack Middle School staff and parents of students served in the school pursuant to Title I. Jerome D. Mack Middle School will convene an annual meeting, at a convenient time for parents, to evaluate this policy. This initial meeting was held on September 11th, 2018 where the previous year's plan was presented and ideas for updates were generated. A follow up meeting was held on October 9th, 2018. The proposed changes were made and agreed upon by those present. The meetings will be held in accordance with Title 1 policy at flexible times and designed to meet the needs of the school community. Transportation and child care were considered but were not necessary.

Based upon the feedback from a site based survey and input from parent link data, it has been observed that parents are open to communication from the school. This led to Mack's Home Visit Initiative. In addition, results of the District Wide Parent Survey revealed that parents need additional training on how to access student assignments and grades, and other school information. As a result, during the month of August, in addition to regular office hours, evenings were provided so parents could complete online registration and learn how to access information through Infinite Campus. These sources of information and input were used to develop a parent and family engagement policy. The school's parent engagement policy was developed by the administration, school staff, learning strategist, and parents. The Parent and Family Engagement Policy will reflect the School Improvement Plan's Goals and Action Steps. Parent input will be utilized in order to ensure that the policy is readily understood, easily accessed, and revised as needed. The policy will be distributed and available to families and school community in an understandable and uniform format and to the extent practicable, in a language parents can understand.

In order to increase parent participation in the district survey, we will have the science teachers discuss the survey with their students, place the link to the survey on google classroom, and provide a letter home with the pertinent information. Students who bring the letter back with a signature from a parent stating they completed the survey will be eligible for a special lunch provided by the school and Gear Up.

2. Plan for including parents in the writing of the School Performance Plan:
Jerome D. Mack Middle School will involve parents in an organized, ongoing and timely manner, in the process of school review and improvement. Parents will be given an opportunity at deployment of netbooks, similar to open house, to attend an additional meeting with administration to discuss and provide feedback regarding the school improvement plan. Jerome D. Mack Middle School Organization Team (SOT) meetings, on a monthly basis, provide opportunities for planning and if necessary, revising the school improvement plan. Parent involvement meetings held on the second Tuesday of every month provide a platform for parents to give input and feedback.

3. The Nevada Department of Education Educational Involvement Accord will provide

parents with expectations and objectives for meaningful involvement in their child's education. The Educational Involvement Accords are integrated in the school registration process and are completed at registration. Parents will be provided with opportunities for discussion and review of the Accord during that time and at SOT meetings. The goals of the Accord are to promote the Home Visit initiative, encourage parent conferences, reduce RPC's and to encourage communication with school counselors.

4A. Administration and staff will:

- Provide assistance to parents, as appropriate, through Title 1 Parent Nights and individualized parent-teacher conferences (as requested by parents) in understanding such topics as the State's academic content and achievement standards, the State's proficiency level targets, State and local assessments, the requirements of Title I, the school's curriculum, how to monitor their student's academic progress and how to work with school staff to improve the achievement of the student.
- Provide high-quality curriculum and instruction in a supportive and effective learning environment enabling students to meet the state academic standards.
- Offer parent involvement activities in the school that will include opportunities for parents to volunteer and be involved in school activities:
 - Staff development and parent education
 - Participate in Family Night meetings
 - Chaperone field trips
 - Attend sporting and academic events
 - Parents to provide home support for their children's education
 - Parents to participate in school decision-making
 - Effective communication between the school and parents.
 - Needs survey at parent meetings

4B Materials and trainings are provided at Title 1 Parent Nights and parent-teacher conferences (as requested by parents) to help parents work with their children. The objectives include improvement of the student's achievement, focusing on literacy, math, science and technology training as appropriate, and to foster parental engagement. Specifically, parents are required to access the Infinite Campus Parent Portal in order for students to receive Netbooks. Additionally, parents will be given an overview of the technological resource and asset that was provided to their students.

4C With regard to professional development, the school will, with the assistance of The Parent/Teacher Home Visit Project, train the staff on strategies and best practices as to how to make a difference in the academic success of students through family support. These home visits will be conducted on a voluntary basis by trained administration and appropriate staff. The fundamental purpose for these home visits is to support student learning, organize family participation, and build relationships within the school community. And as applicable, and upon request, parents will be offered workshops provided through the University of Family Learning/FACES.

4D We will ensure that all information related to school and parent programs, meetings and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand, in the following manner:

- ParentLink
- School newsletters
- Flyers
- Student Progress Reports
- Phone Calls
- School Website
- Monthly reports
- Family Night events
- Home Visits

4E Coordination with other programs:

The administration will, to the extent feasible and appropriate, coordinate and integrate parent engagement programs and activities such as parent resource centers that encourage and support parents in more fully participating in the education of their children. The school will also:

- Hold an orientation for all incoming 5th grade students each May
- Invite parents to tour the campus with their students in August
- Maintain a Parent Resource Center

Specific community organizations that have partnerships with Mack Middle School include:

- 3 Square
- School Bell
- Metro and CCSD law enforcement
- College partnership with UNLV
- McDonalds
- Gear Up

4F Mack Middle School will provide reasonable support for parental involvement activities as parents may request in the following manners:

- Translations--we have a large number of bilingual teachers and office staff to assist our Spanish speaking population
- Training on Infinite Campus for parents to access student grades
- Training on Google sites to access classroom assignments and materials
- Information on school website for technology support
- Feedback from parents from our home visit initiative are considered
- Evaluations of Parent Involvement Activities through Title 1 Parent Surveys
- Parent Needs survey