

**Section 5: School-Parent and Family Engagement Policy**  
**SHANDIN HILLS MIDDLE SCHOOL**  
**Parent and Family Engagement Policy**  
**2021-2022**

With approval from the local governing board, SHANDIN HILLS MIDDLE SCHOOL shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents and updated periodically to meet the changing needs of parents and the school. (20 U.S.C. § 6318[b][1])

**This policy is distributed and made available to the community in the following manner:**

The Parent and Family Engagement Policy is available in English and Spanish on the school website, Aeries and PeachJar. Once the site opens, hard copies will be available in the school office.

The school-level policy shall describe the means for how each school shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

(a) Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents and family members of their school's participation in the Title I, Part A program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

**The annual meeting will be completed as follows:**

At the beginning of the school year, during an onsite and/or virtual Open House, all parents are provided with a detailed overview of the school's Title I program, including program requirements as they apply to a school-wide setting, the instructional program, and the parents' rights to be an active participant in the school's Title I program.

(b) Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. § 6318[c][2])

**The school offers flexible meetings as follows:**

There are multiple onsite and/or virtual opportunities for parents to participate in Title I-related activities and topics at Shandin Hills Middle School such as, but not limited to, School Site Council, English Learner's Advisory Committee (ELAC), and African American Parent Advisory Council (AAPAC), Q&A with the Principal, Academic Family Nights, etc. Meetings are arranged to accommodate the parents and ensure the best opportunity for participation.

In addition to school activities, we are working with the district Family Engagement Office on a variety of other ways to increase parent-family involvement, including webinars and other interactive technology, with the goal of increasing family educational capital and improving staff and family relationships.

(c) Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan. (20 U.S.C. § 6318[c][3])

**The school involves parents/family in the joint planning, review, and improvement of the Title I Program and school Parent-Family Engagement Policy in the following way(s):**

Onsite and or virtual:  
-SSC meetings  
-ELAC meetings  
-AAPAC meetings  
-Parent surveys and follow-up meetings  
-Q&A with the Principal  
-Academic Family Nights/Workshops  
-Climate and Culture Team

(d) The school provides parents of participating children with the following:

i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

ii. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

iii. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. § 6318[c][4][C])

**The school will provide this information and opportunities in the following way:**

- School Messenger autodialer call system
- Marquee notices
- Parent notices
- School website
- Email and text-message updates
- Peach Jar
- Information is disseminated during our monthly Food Bank
- Information is posted in the front office and distributed to visiting parents by front office staff.
- Onsite and/or virtual parent meetings

Additionally, we describe and explain how the curriculum, assessments, and achievement levels connect to students' college and career goals and other personal and academic opportunities, using materials and resources provided by the district's Family Engagement Office and other departments.

(e) If the school-wide program plan is not satisfactory to the parents of participating children, parent comments regarding the plan will be submitted when the school makes the plan available to the LEA. (20 U.S.C. § 6318[c][5])

2.2 To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and LEA assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

(a) The school shall provide assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

**The school will assist parents-family in understanding academic standards, assessments, and how to monitor their child's achievement in the following ways:**

During onsite and/or virtual parent meetings/activities and parent-teacher conferences, SHMS provides detailed information about the curriculum, assessments to monitor student progress, and the expected student proficiency levels. In addition, information is available in the front office, on the school's website, via School Messenger auto-dialer, and in presentations given during site-level parent training.

In addition to helping families understand the state standards and assessments and the requirements of Title 1, we work in conjunction with the Family Engagement Office and other departments to help families monitor their child's progress toward their college and career goals, in addition to helping families to accelerate their child's academic development and/or access to remedial resources, as needed.

(b) The school shall provide materials and training to help parents to work with their children to improve their children's achievement, **in the following ways:** (20 U.S.C. § 6318[e][2])

The school will offer several onsite and/or virtual opportunities for parents to participate and receive capacity building information and materials such as Family Academic Nights, workshops, Q&A with the Principal and surveys to assist in identifying parent needs.

(c) The school shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school, **in the following ways:** (20 U.S.C. § 6318[e][3])

The site will survey staff and parents to determine needs and support strategies. Training will be developed according to the results of the surveys.

(d) The school shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, **in the following ways:** (20 U.S.C. § 6318[e][4])

The school provides a variety of events and activities throughout the school year such as, but not limited to, Academic Family Nights, workshops, Q&A with the Principal, council and committee meetings and a survey to determine parent needs. In addition, we work closely with the district's Family Engagement Office to provide parents access to resources to assist them in fully participating in the education of their children.

(e) The school shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

**The school does this by**

-School Messenger auto-dialer  
-PeachJar  
-school website  
-Marquee  
-Q&A with the Principal (onsite or virtual)  
-translation/interpretation  
-Remind App  
-Social Media

(f) The school shall provide such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

The school will use parent surveys to obtain feedback and input in the development of parent involvement activities.

2.3 In carrying out the parent and family engagement requirements of this part, LEAs and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have 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 20 U.S.C. § 6311 in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

2.4 As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

(a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

(b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

i. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement; (20 U.S.C. § 6318[d][2][A])

ii. Frequent reports to parents on their children's progress; (20 U.S.C. § 6318[d][2][B])

iii. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and (20 U.S.C. § 6318[d][2][C])

iv. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])

2.5 Each LEA or school receiving funds under Part E of Title IV shall inform parents and organizations of the existence of Title IV. (20 U.S.C. § 6318[g])

**San Bernardino City Unified School District does not receive Title IV, Part E funds.**