

Hopkinsville Middle School Title I, Part A Parent and Family Engagement Policy

2024-2025

Section 1116(b) of the Every Student Succeeds Act (ESSA) states that schools served under Title I, Part A must jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy. The policy establishes the school's expectations and objectives for meaningful parent and family involvement and describes how the school will meet the requirements of ESSA 1116(c) – (f). The term “parent” refers to parents, guardians, family members and caregivers.

Section I: Policy Involvement [ESSA 1116(c)]

Hopkinsville Middle School will:

1. Involve parents in an organized, ongoing and timely way in the planning, review and improvement of the Title I, Part A program as well as the parent and family engagement policy.
HMS will communicate through Facebook and Parent Square with parents and students to inform them of upcoming events. HMS will also provide regular opportunities for parents and students to visit the school outside of school hours to learn about a variety of ways to assist HMS in learning opportunities for students.
2. Convene an annual meeting at a convenient time, which all parents of participating children shall be invited to and encouraged to attend, to inform parents of their school's participation in Title I and explain the requirements of Title I and the right of parents to be involved.
HMS will hold an annual Title I meeting at Open House on August 20th, 2024. Parents and students will be given information in print and digitally. There will also be a survey parents are asked to complete to better suit their needs at this meeting.
3. Offer a flexible number of meetings, such as meetings in the morning or evening, and provide, with funds provided by Title I, childcare or home visits, as such services relate to parental involvement.
4. Provide parents of participating children:
 - a. Timely information about Title I;
 - b. 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;

- c. 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 practically possible; and
- d. If the schoolwide program plan (i.e., the comprehensive school improvement plan (CSIP)) under ESSA 1114(b) is not satisfactory to parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district.

Section II: Shared Responsibilities for High Student Academic Achievement [ESSA 1116(d)]

Hopkinsville Middle School will:

1. Jointly develop with parents a school-family compact that outlines how parents, the entire school staff and students will share the responsibility for improved student academic achievement, and how the school and parents will build and develop a partnership to help children achieve Kentucky's high standards. The compact will:
 - a. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children served to meet the 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 extra-curricular time; and
 - b. Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:
 - i. Frequent reports to parents on their children's progress.
 - ii. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and
 - iii. 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.
 - c. Be signed by all involved parties and kept on file at the school as documentation.

Section III: Build Capacity for Involvement [ESSA 1116(e)]

To ensure effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, **Hopkinsville Middle School** **must:**

1. Assist parents in understanding topics such as the Kentucky's challenging state academic standards, Kentucky and **Christian County Public Schools** academic assessments, the requirements of the Title I, Part A program, and how to monitor their child's progress and work with educators to improve the achievement of their children.
2. Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement.
3. Educate school staff 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.
4. To the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal, state and local 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.
5. 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.

In addition to the above required activities, Hopkinsville Middle School **may:**

6. Provide necessary literacy training from Title I, Part A funds if the district has exhausted all other reasonably available sources of funding for such training.
7. Pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
8. Train parents to enhance the involvement of other parents.
9. Arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.
10. Adopt and implement model approaches to improving parental involvement.

11. Establish a school parent advisory council to provide advice on all matters related to parental involvement programs.
12. Develop appropriate roles for community-based organizations and business in parent involvement activities.
13. Provide such other reasonable support for parental involvement activities under this section as parents may request.

Section IV: Accessibility and Requirements [ESSA 1116(f)]

In carrying out Title I, Part A parent and family engagement requirements and with the support of the district, Hopkinsville Middle School will:

1. To the extent practicable, shall provide opportunities for 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 ESSA 1111 in a format, and to the extent practicable, in a language such parents understand.
2. Notify parents of this policy in an understandable and uniform format, and to the extent practicable, in a language the parents can understand. The policy will be distributed to parents and made available to parents and members of the local community.

Section V: Policy Review and Revision

Hopkinsville Middle School will work jointly with parents to review and revise this policy as necessary to meet the changing needs of the parents and the school.

The policy was last reviewed and/or revised on: 10/21/2024