



Parent and Family Engagement Policy

North Tattnall Middle School

2025-2026

Revised 06/02/25

In support of strengthening student academic achievement, **North Tattnall Middle School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and families of participating children a written parent and family engagement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

North Tattnall Middle School agrees to implement the following requirements as outlined by Section 1118:

- Involve parents and families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the parent and family engagement policy periodically to meet the changing needs of parents, families and the school, distribute it to the parents and families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents and families with limited English proficiency, parents and families with disabilities, and parents and families of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents and families understand.
- If the school-wide program plan under Section 1114(b)(2) of the ESEA is not satisfactory to the parents and families of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

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 and families play an integral role in assisting their child's learning
- (B) Parents and families are encouraged to be actively involved in their child's education at school
- (C) Parents and families 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 1118 of the ESEA

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOLWIDE PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

JOINTLY DEVELOPED

North Tattnall Middle School will take the following actions to involve parents and families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

- Survey parents
- Review survey results with School Council and School Improvement Team
- Review the Parent and Family Engagement Policy annually
- Revise and submit revisions for approval

ANNUAL TITLE I MEETING

North Tattnall Middle School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents and families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' and families' requirements, the school parent and family engagement policy, the school-wide plan, and the school-parent compact.

- An annual review of the Title I program at NTMS will be held in the fall of the year. This meeting will present the NTMS Title I information to all parents/families. All parents and families will be invited to this meeting. A sign in sheet, agenda, and minutes will be kept by the Academic Coach as evidence of meeting.
- NTMS will utilize their webpage to advertise the meeting date and time.
- NTMS will utilize flyers sent home to parents/families of meeting date and time.
- NTMS will utilize the school marquee to advertise the meeting date and time.

COMMUNICATIONS

North Tattnall Middle School will take the following actions to provide parents and families of participating children the following:

- Timely information about the Title I programs
- 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 parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents and families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents and families can understand:

- Three PTO Meetings
- Parent data meetings
- Quarterly School Council Meetings
- Orientation/Open House
- Other scheduled meetings throughout the year (additional parent-teacher conferences, IEP Meetings, 504 Meetings, POI Meetings, etc.) will be scheduled at times during the day to better accommodate parents' and families' schedules; online or in person.
- Concerted efforts will be made to schedule meeting times that will coincide and be correlated with other school programs such as PTO, athletic events, academic events, club related activities, etc. in order to offer flexibility in participation in meetings and other school related activities.
- Annual Title I meeting
- Weekly grade level newsletters
- School emails
- Automated attendance notification system
- Personal telephone calls
- Personal notes/letters/notices
- Flyers/brochures/invitations
- Student agendas
- Frequent parent-teacher conferences
- Parent portal/school messenger
- School's webpage
- School's marquee
- Local newspaper

SCHOOL-PARENT COMPACT

North Tattnall Middle School will take the following actions to jointly develop with parents and families of participating children 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.

- Parent surveys
- Teacher surveys
- Review survey results
- Review and revise school-parent compact annually

RESERVATION OF FUNDS

North Tattnall Middle School will take the following actions to involve the parents and families of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental and family involvement is spent by:

- **Annual parent surveys**
- **Title I Meeting**
- **School Council Meeting**

COORDINATION OF SERVICES

North Tattnall Middle School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents and families in more fully participating in the education of their children by:

- **Parent Resource Center in Media Center**
- **Talent Search Program facilitated by local Concerted Services**
- **Offering an orientation for 5th graders in the Spring**
- **Offering support for rising 9th graders as they begin registering for classes in the Spring of their 8th grade year**

BUILDING CAPACITY OF PARENTS AND FAMILIES

North Tattnall Middle School will build the parents' and families' capacity for strong parent and family engagement to ensure effective involvement of parents and families and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents and families with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet.
- Materials and training to help parents and families to work with their child to improve their child's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement
- Providing assistance to parents and families of participating children, as appropriate, in understanding topics such as the following:
 - The State's academic content standards.
 - The State's student academic achievement 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.
- **Parent teacher conferences**
- Annual Title I Meeting
- Open House
- Grade Nights
- Parent Resource Center in Media Center
- Informative Newsletters/Brochures/Pamphlets/Packets
- Teachers' Webpages
- List of online resources and links to GSE on school webpage

BUILDING CAPACITY OF SCHOOL STAFF

North Tattnall Middle School will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate, and work with parents and families as equal partners, in the value and utility of contributions of parents and families and in how to implement and coordinate parent and family programs and build ties between parents and families and the school by:

- Professional development
- Professional Learning Communities
- NTMS Academic Coach
- System Parent Involvement Coordinator

North Tattnall Middle School will provide other reasonable support for parent and family engagement activities under Section 1118 as parents may request by:

- Parents and families will be asked to volunteer at flexible times in a variety of mediums when needed.
- An email contact group will be used to notify parent volunteers when a need exists to encourage participation.
- Offering parent meetings more than once and at different times of the day to increase involvement.
- Keeping parents and families informed in multiple ways
- Provide information in a format and language that parents can understand
- Parents and families will have access to the NTMS Media Center for research, computer utilization, and parent literature including parenting magazines, newspapers, and books geared toward parenting.
- NT Middle School offers flexible scheduling of parent meetings including before and after school as well as phone conferences and scheduled quarterly evening meetings. In addition, when known in advance, child care can be provided for parents with young children. The volunteer caretakers will be selected from members of the Y-Club, BETA Club, or FCA.

DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

- Involve parents and families in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide necessary literacy training for parents and families from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
- Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and child care costs, to enable parents and families to participate in school-related meetings and training sessions.
- Train parents and families to enhance the involvement of other parents and families.
- To maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.
- Adopt and implement model approaches to improving parent and family engagement.
- Establish a school-wide Parent Advisory Council 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 parent and family engagement activities.