

Arcade Middle School Title I Family Engagement Policy

Arcade Middle School has developed a written Title I Family Engagement Policy with input from Title I families and has distributed the policy to families of all students. While Arcade designed this policy with Title I families in mind, the policy supports all families and students.

The existing Family Engagement Policy is distributed to families each year. The Policy is also reviewed annually at the Title I Family Meeting and during a School Site Council (SSC) meeting. Families are encouraged to suggest changes, which are then presented to the SSC for approval. The revised Family Engagement Policy would then be shared with school staff and families.

The policy describes the means for carrying out the following Title I family involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Families in the Title I Program:

To involve families in the Title I program at Arcade Middle School, the following practices have been established:

1. The school convenes an annual meeting to inform families about Title I requirements and about the right of families to be involved in the Title I program:
 - a. Families are informed of the school-wide program, including parent rights and the Title I Family Meeting, at the annual Back-to-School Night meeting.
 - b. Arcade hosts Back-to-School Night early in the school year to begin building relationships with families and to inform families about academic programs at Arcade.
 - c. During Back-to-School Night, each teacher provides information to families about grade-level state standards (Common Core State Standards), as well as district-approved and research-based curriculum and school-based assessments. This information is also provided at English Learner Advisory Committee meetings (ELAC) and School Site Council (SSC) meetings.
2. The school offers a flexible number of meetings for families, such as meetings in the morning or afternoon:
 - a. Family members are invited to schedule an appointment with their student's teachers, principal, and/or counselor, or other support staff at any time throughout the year. During these meetings, teachers can inform families of their child's progress on reaching grade-level proficiency and performance on school-based assessments, district assessments, and state assessments, as well as their performance and progress in class.
 - b. Family members are invited to attend School Site Council meetings, which are held regularly throughout the year.
 - c. Family members of English Language Learners are also encouraged to participate in the English Learner Advisory Committee, which meets a minimum of four times a year, and at which families are provided with the same information provided at SSC, including information about Title I programs.
 - d. Meeting times, minutes, and agendas are listed on the school's website and are advertised in the weekly family newsletter.

3. The school involves all families in an organized, ongoing, and timely way in the planning, review, and improvement of the school's Title I program and the Title I Family Engagement Policy.
 - a. Arcade's academic program is reviewed and input is solicited during School Site Council meetings.
 - b. In the annual review and revision of the School Plan for Student Achievement (SPSA), families are invited to the SSC and ELAC meetings to provide input.
 - c. Upon identification of a family's need for information in another language or in another format, the school will take steps to ensure that the family's need is met.
4. The school provides families of all students with timely information about Title I programs.
 - a. Families are provided information about school-wide programs at Back-to-School Night, School Site Council meetings, English Learner Advisory Committee meetings, and families are welcome to schedule an appointment with the teachers and/or administration at any time throughout the year.
 - b. The school, with the assistance of the district, will provide assistance and support to families in the following areas:
 - i. State content and achievement standards
 - ii. State and local assessments
 - iii. Title I requirements
 - iv. Monitoring student progress
 - v. Collaborating with their student's teachers and other school staff
5. The school provides families of all students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet. Teachers explain the curriculum, assessment, and proficiency standards to all students and families throughout the year, including at Back-to-School Night, in regular, ongoing communication to families, and at various meetings or conferences.
6. Arcade provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
 - a. School Site Council meetings are held regularly throughout the year and are public meetings where all community members are welcome. Families are notified of these meetings and invited to attend through the school website and the weekly family newsletter.
 - b. Families are encouraged to become involved in the joint development and review of the School Plan for Student Achievement (SPSA) through participation in School Site Council meetings and the English Language Advisory Committee.
 - c. The school will work to increase family and community involvement in the planning and implementation of school programs and activities to improve student academic achievement and school performance by encouraging their participation in the School Site Council (SSC), English Language Advisory Committee (ELAC), Parent Teacher Organization (PTO), and at special school events, such as STEAM Week.
 - d. Families are invited to schedule an appointment with teachers, administration, counselors, or other school staff at any time throughout the year.
 - e. Family feedback is also solicited through surveys (e.g., the annual District Parent and Student Survey) and discussions at meetings. Families are invited to

engage in school/community events, such as at Back-to-School Night, Open House, and STEAM Week, or as chaperones/volunteers on student field trips and other special events in connection with PTO.

- f. Two-way communication between families and the school is vital to the success of students. Parents are informed about important school-wide events, meetings and schedules, progress reports and report cards, district and state testing, etc. through the weekly family newsletter. Teachers and other school staff regularly hold informal and formal conferences concerning student achievement, behavior, and progress in relation to classroom standards, test scores, work samples, and instructional goals.

Arcade's Staff-Student-Family Title I Compact

Arcade Middle School distributes the Title I Compact to all families and students. The Compact, which has been jointly developed with families and students, outlines how the entire school staff, students, and families share responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help students achieve the state's high academic standards. The Compact addresses legally required items, as well as other items suggested by families, students, and staff.

The existing Staff-Student-Family Title I Compact is distributed to families each year. The Compact is also reviewed annually at the Title I Family Meeting and during a School Site Council (SSC) meeting. Families are encouraged to suggest changes, which are then presented to the SSC for approval. The revised Staff-Student-Family Title I Compact would then be shared with school staff and families.

Building Capacity for Involvement

Arcade Middle School engages all families in meaningful interactions with the school, including working in partnership with families and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

1. Arcade provides families with assistance in understanding the State's academic content standards, assessments, and how to monitor the progress and improve the achievement of their children. The school holds annual meetings outlining content standards, assessments, and how we monitor student progress.
2. Arcade educates staff members about the value of family contributions, including how to work with families as equal partners in their child's education.
3. Arcade distributes information related to school and parent programs, meetings, and other activities to all families in accessible formats and in various languages. The school responds to requests for additional supports for families and students.

Accessibility

Arcade Middle School provides opportunities for the participation of all parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students.

Information and school reports are provided in accessible formats and in various languages. All family meetings and school-wide opportunities for family involvement, such as SSC, ELAC meetings, Back-to-School Night, Open House, the Title I Family meeting, and Course Selection Night have interpreters present.