

**Henry T. Gage Middle School  
Title I School-Level Parent and Family Engagement Policy  
2023-24**

***Henry T. Gage Middle School*** has developed a written Title I parent and family engagement policy with input from Title I parents and agreed upon by Title I parents. ***Parents will be invited to participate in our monthly ELAC, SSC and SDMC meetings. During these meetings, parents will have opportunities to make recommendations and provide feedback.***

This policy describes the means for carrying out the following Title I parent and family requirements:

**Section I: Involvement of Parents in the Title I Program**

To involve parents in the Title I program at ***Gage Middle School***, the following practices have been established:

- The school convenes an annual meeting, at a convenient time, inviting all parents and family members of Title I students, informing them about Title I requirements, the school's involvement in the program, and about the right of parents to be involved in the Title I program. ***The school will make every effort to inform parents of the meeting with a letter mailed home, the monthly calendar, Blackboard Connect, Remind, School Website, Schoology, and marquee announcement.***
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning, afternoon, or evening. ***The school will facilitate understanding by holding the meeting in the dominant home language (Spanish). Translation will be provided to those parents that need it in English. All documents will be bilingual (English/Spanish).***
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs, including the planning, review and improvement of the school's Title I parent and family engagement policy and the joint development of the School Plan for Student Achievement. ***Parents are informed of their rights under Title 1, and how they can be involved in the planning, review, and improvement of the Title 1 funded programs.***
- The school provides parents of Title I students with timely information about Title I programs. ***In the fall, the school will distribute a copy of the Gage Middle School Parent Involvement Policy and School-Parent Compact. A letter***

*will be sent out annually to inform our parents and the community that the Parent Involvement Policy and School-Parent Compact is available and copies may be obtained in the Title 1 office.*

- The school provides parents of Title I students with a description and an explanation of the curriculum used at the school, the academic assessments used to measure student progress, and the achievement levels students are expected to meet with the state standards. ***Provide parents with timely information about curriculum assessments (interim assessments, ELD proficiency, etc.) and expected proficiency levels for student's achievement. In addition, there will be parental trainings/meetings on an ongoing basis to provide support when working with their children in literacy, technology, and mathematical concepts.***
- If requested by parents of Title I students, the school provides opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children, and to respond to any such suggestions as soon as possible. ***Monthly parent meetings or workshops where important topics such as ways to monitor their child's progress and to work with educators to improve the achievement of their child will be held.***
- If the School Plan for Student Achievement is not satisfactory to Title I parents, parent comments can be submitted on the plan. ***Parents will be invited to attend the ELAC and SSC meetings to discuss the School Plan for Student Achievement. They will be given the opportunity to share their comments on the plan and provide suggestions for improving.***

## **Section II: Building Capacity for Involvement**

***Henry T. Gage Middle School*** engages Title I parents and family members in meaningful interactions with the school to ensure effective involvement of parents and to support a partnership among the school to improve student achievement. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

- The school provides Title I parents with assistance in understanding the State's academic content standards, state and local academic assessments, and how to monitor a child's progress and work with educators to improve the achievement of their children. ***The school will provide workshops for parents on a monthly basis.***
- The school provides Title I parents and family members with materials and training to help them work with their children to improve their children's achievement, paying special attention to support for foster parents. ***Resources are available in the main office and parent center.***
- With the assistance of Title I parents, the school educates teachers, specialized instructional support personnel, assistant principals and other school leaders, and other staff about the value and utility of the contributions of parents and family members, and about how to reach out to, and communicate with, and work with parents as equal partners to build ties between parents and the school.
- The school coordinates and integrates the Title I parent and family engagement program with other programs, and conducts other activities, such as Parent and Family Centers, to encourage and support parents in more fully participating in the education of their children. ***They also host monthly meetings with the principal to allow parents to make suggestions and support. (Coffee with the principal) In addition, the school will host a meeting to introduce school personnel (assistant principals, counselors, coordinators, coaches) and how to contact them so they can be more accessible to parents.***
- The school distributes information related to school and parent programs, meetings, and other activities to Title I parents and family members in a format and, to the extent practicable, in a language that they understand. ***The school sends out monthly parent calendars with information on parent workshops and upcoming events. The school also uses Remind, Blackboard Connect, the school website, and marquee to send out information to parents.***
- The school provides support for parent and family involvement activities requested by Title I parents. ***The school uses the parent and family center to host events and activities for parents. They also partner with various organizations to lead activities and workshops.***

### Section III: Accessibility

***Henry T. Gage Middle School*** provides opportunities, to the extent practicable, for the participation of all Title I parents and family members, including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory students. Information and school reports are provided in a format and language that parents understand. ***All school communication is provided in English and Spanish. Parents may request accommodations in the Main office.***

### Section IV: Shared Responsibilities for High Student Academic Achievement

***Henry T. Gage Middle School*** distributes to parents of Title I students a School-Parent Compact. ***It is attached to this policy.*** The Compact, which has been jointly developed with parents and approved by them, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. ***The parent compact is jointly developed with ELAC and SSC. They review and update it annually. Parents are provided with a copy of the compact. The compact is provided in English and Spanish. It is posted on the school website and copies are available in the main office.***

The Compact describes specific ways the school and families will build and develop a partnership to help children achieve California's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet California's academic standards
- The ways that parents can volunteer in their child's classroom
- The ways that parents can participate in, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time
- The ways parents will be responsible for supporting their children's

learning

- The importance of ongoing communication between parents and teachers on an ongoing basis through, at a minimum, the following:
  - annual parent-teacher conferences during which the compact shall be discussed as the compact relates to the individual child's achievement.
  - frequent reports to parents on student progress.
  - reasonable access to staff
  - communication regarding opportunities for parents to volunteer and participate in their child's class and opportunities to observe classroom activities
  - Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent possible, in a language that family members can understand. **(Remind, Schoology, email, class Dojo, agenda notes, etc.)**

This policy and compact was adopted by Henry T. Gage Middle School on 11/16/23 and will be in effect for the entire school year. This policy can be amended each year when ***ELAC and SSC meet to review the policy***. It has been distributed to all parents on 11/17/23 and is made available to the local community by ***accessing the school website or getting a paper copy in the main office***. This policy is a companion document to the School Plan for Student Achievement. If there are concerns about the School Plan for Student Achievement, parents can submit their concerns to Mr. David Manzo. The school principal will submit the comments with the School Plan to the Federal and State Education Programs Office for submission to the state.

Lastly, there is a LAUSD Title I Parent and Family Engagement Policy that is sent to parents each year and applies to all parents at Title I schools. It is amended periodically to meet the requirements of the Elementary and Secondary Education Act.

Reviewed and approved by SSC on: 11/16/23