



Nicolet Middle School

Title I, Part A School-Level Parent and Family Engagement Policy 2018 – 2019

This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements pursuant to ESSA Section 1116(c)

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). How are parents notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? How is the policy made available to the local community? How and when is the policy updated periodically to meet the changing needs of parents and the school (ESSA Section 1116[b][1])?

To involve parents in the Title I, Part A programs, the following practices have been established:

Nicolet Middle School (NMS) provides opportunities for the participation of all Title I, Part A parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand (ESSA Section 1116[f]). The school provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116(c)(4)[A]). The school distributes information related to school and parent programs, meetings, and other activities to Title I, Part A parents in a format and language that the parents understand (ESSA Section 1116[e][5]). We provide timely information through the following ways in English and Spanish:

- Monthly Newsletter
- School Website/School Social Media Account
- Daily Classroom Agenda Communication
- Parent Square Automated Phone Calls, texts and emails
- Illuminate School Information System Online Parent Portal
- English/Spanish Translators Available at Meetings
- Parent/Student Handbook
- Event Flyers

The school convenes an annual meeting to inform parents of Title 1 students about Title 1 requirements and about the right of parents to be involved in the Title 1 program. (ESSA Section 1116[c][1]).

- We hold the meeting every year in August, the very beginning of the school year. The meeting is held during our "Back to School Night" The teachers are provided with slides that goes over requirements and the rights of parents to be involved in the Title 1 Program. Parents are given time for questions and clarification after the presentation. The presentation is presented in the Auditorium by the principal with a question/answer session.

The school involves parents of Title I, Part A students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs and the Title I, Part A parent involvement policy (ESSA Section 1116[c][3]).

- The Principal of Nicolet meets with the president of all parent groups once a month to plan events, review concerns and review ideas. There is also a School Site Council Meeting held monthly where the school improvement plan and policies are monitored throughout the year.

The school provides support for parental involvement activities requested by Title I, Part A parents (ESSA Section 1116[e][14]). The school offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2]).

- o The events schedule for parents are listed below, the events have are scheduled for various times. Surveys are provided to parents, and they gave input on what days and times work best for them.

S.S.C. (SCHOOL SITE COUNCIL) *every third Tuesday of the month	DATE @ 3:30PM
<p>The school site council is an elected group of teachers, parents, and classified employees that works with the principal to develop, review and evaluate school improvement programs and school budgets.</p> <p>*Held at the Nicolet Library. Childcare is available. Light snacks are provided.</p>	September 18 March 19
	October 16
	November 13
	January 15
	May 16

PARENT COFFEE SESSIONS	DATE @ 10:00 AM
<p>An excellent opportunity for Parents/guardians to come along and hear all about the exciting things that are happening at Nicolet as well as learn ways in which to help and encourage learning at home. You will get to meet other parents and special guest speakers.</p> <p>*Held at Nicolet Middle School Library. Childcare is available. Enjoy a cup of coffee and pastries!</p>	September 17 October 22 (ELAC)
	January 28 February 11 (ELAC)
	March 18 April 15 (ELAC)
	May 20

E.L.A.C. (ENGLISH LEARNERS ADVISORY COMMITTEE) *seven times a year	DATE @ 3:30PM
<p>ELAC is designed to ensure that all English Learners are provided with opportunities to be successful, addresses the identification, program design, curriculum, staffing, and instructional materials for English Learners as well as training for parents.</p> <p>*Held at Nicolet Middle School Library. Childcare is available. Coffee and pastries are provided.</p>	September 11 April 2
	October 23 May 14
	December 4
	January 22
	March 5

D.P.A.C. (DISTRICT PARENT ADVISORY COMMITTEE)	DATE @ 5:30
<p>DPAC is designed to involve parents/guardians from BUSD on district policies, procedures and events to strengthen the educational experiences and opportunities for their children.</p> <p>*Held at District Office Language Assessment Center 161 W. Williams St. Childcare is available. Light dinner and snacks are provided.</p>	September 10 October 5
	January 14 February 11
	March 11 April 8
	May 13

BANNING UNIFIED SCHOOL DISTRICT BOARD MEETINGS 2018	DATE
<p>The District Board of Education is responsible for hiring the district superintendent, holding regularly scheduled meetings to conduct the business of the district, approving the employment and termination of district personnel, and approving the District budget. The school board also serves as a standing committee that approves property purchases, approves new building plans, awards bids that require a public bid process, hears grievances of employees, students, and citizens of the district, and authorizes collection, disbursement and auditing of school district funds.</p> <p>*Held at the Banning City Council Chambers @ 5:30(closed session)-6:30(Open Session)</p>	September 27 October 25
	November 15 December 6
	January 31 February 28
	March 28 April 18
	May 16 June 13
	June 27

Please keep these future meeting dates in mind. A gate for parents/guardians to be part of your child's education. Keep your contact information up to date with the school in case you need to be contact about any change to these events.

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The school provides parents of Title I, Part A 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 (ESSA Section 1116[c][4][B]). The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

- The school holds an annual Back to School Night. Parents and Families have the opportunity to meet the teacher and are provided a presentation on the expectations of the school, specific grade level information for their child, and academic expectations. They are also informed we are an AVID, PBIS, and Title 1 school and what these means for Nicolet students. Every parent is provided unsatisfactory grade notices five weeks into each quarter for grade earnings of a C- or less. After the end of each semester, grades are sent home and become permanent on students' transcripts.

If requested by parents of Title I, Part A students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c][4][C]).

- Parents have the right at any time to request a conference with their child's teacher or administrator. Based on the information it will be decided what will be the next step, such as a Tier 2 meeting, Student Success Team Meeting or a 504 meeting.

The school engages Title I, Part A parents in meaningful interactions with the school. The Compact 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 parents with assistance regarding content standards, assessments, and other achievement data through our various parent meetings, report cards each quarter and semester with unsatisfactory notices the first 5 weeks of each quarter for grades C- or less, teacher/parent meetings, and phone calls home by teachers, counselors, and administration.

The school provides Title I, Part A parents with assistance in understanding the state's academic content standards, assessments, and how to monitor and improve the achievement of their children (ESSA Section 1116[e][1]). The school provides support for parental involvement activities requested by Title I, Part A parents (ESSA Section 1116[e][14]). The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

- Nicolet Middle School has a Bilingual Parent Liaison that has a suggestion box for parents, she also provided parents with the opportunity to give input on the topics they would like to learn more about. The Parent liaison then uses the topics for the parent coffee sessions. She will invite guest speakers if needed to provide parents with the best information. She also keeps parents updated on school information from the Nicolet Middle School Facebook Page.

The school coordinates and integrates the Title I, Part A parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children (ESSA Section 1116[e][4]).

- Nicolet Middle School partners with Banning High School. Banning High School has a family resource center with computers and resources for families. Central Families are welcome to use the center. Nicolet also partners with Riverside County and provide classes throughout the year for parents.

With the assistance of Title I, Part A parents, the school educates staff members in the value of parent contributions, and in how to work with parents as equal partners (ESSA Section 1116[e][3]).

- Every year the administrator and the parent liaison attends Riverside County Family Engagement Network and we bring back information to the staff informing them the importance of classroom volunteers, resources, and the importance of making families feel welcome.

This policy was adopted by Nicolet Middle School on November 15, 2018 and approved by SSC and will be in effect for the period of (November 2018 -August 2019).

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before November 27, 2018 in Spanish and English).

**Kelly Daly
Principal**

November 15, 2018