

Richardson PREP HI Middle School

School-Parent and Family Engagement Policy

2022-2023

Component #1: This policy is distributed and made available to the community in the following manner:

The policy describes the means for carrying out and following Title I parental involvement requirements. The policy is distributed via our enrollment packet at the start of each school year. In addition, it is posted on our school website, Parent Square, and reviewed at parent meetings, such as SSC, ELAC, etc.

Component #2: The annual meeting will be completed as follows:

At the beginning of the school year all parents are provided a detailed overview of the school's Title I program, including program requirements as they apply to a school-wide setting, the instructional program, and the parents' right to be active participants in the school's Title I program.

Component #3: The school offers flexible meetings as follows:

There are multiple opportunities for parents to participate in Title I related activities and topics at Richardson PREP HI Middle School. The School Site Council (SSC) and English Learner's Advisory Committee (ELAC) meetings occur monthly and are arranged to accommodate all participants to ensure the best opportunity for collaboration. SSC meetings are held regularly, at 3:00 pm and the ELAC is held regularly, at 9:00 am. Open forum meetings such as: Coffee with the Principal and special Parent Workshops are held at a variety of times of the day including morning, afternoon, and evening.

Component #4: The school involves parents/family in the joint planning, review, and improvement of the Title I Program and school Parent-Family Engagement Policy in the following way(s):

The Richardson SSC follows the District Monitoring Record in setting the agendas for monthly meetings. The Monitoring Record requires periodic explanation of, reporting on the status & effectiveness of and solicitation of input regarding the Title 1 budget. There are many opportunities for parents to participate in Title I related activities and topics at Richardson PREP HI Middle School. The School Site Council (SSC) and English Learner's Advisory Committee (ELAC) meetings are arranged to accommodate all participants to ensure the best opportunity for collaboration. Agendas, minutes, calendars, and sign-in sheets are made available to stakeholders. The school involves parents of Title I students in an organized, ongoing, and timely way in the planning, review, and provide input and recommendations-of the school's Title I programs and the Title I parental involvement policy. The School Parent and Family Engagement Policy is reviewed and approved annually by SSC.

Component #5: The school will provide this information and opportunities in the following way:

The Parent Square notifications, Marquee notices, Parent flyers, school webpage, agendas posted in front office, and Coffee with the Principal to inform all families about the time and date of all

events being held at Richardson that relate to the Title 1 program, the curriculum and opportunities to provide input regarding the education of their children, as appropriate.

SSC meetings
ELAC meetings
Back to School Night
Parent surveys
Coffee with the Principal
Family Nights
Open Forums

Component #6: The school will assist parents-family in understanding academic standards, assessments, and how to monitor their child's achievement in the following ways:

The school provides parents of Title I 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 by a variety of means including the RPH Student Planner, course syllabi, each Grade Level Team's Google Classroom(s) and grade-level specific events such as individual meetings with families, Back to School Night and 6th Grade Orientation. In addition, information is available in the front office, on the school's website, mailed correspondence, newsletters, and via Parent Square notifications. School Site Council meetings also provide information on where to find and interpret state assessment data. RPH Faculty also provide informational presentations throughout the year which cover the following topics: PSAT and College Board Site, Middle College High School admission process, high school sports, career academies, Rotary Scholarships, Inland Empire Future Leaders summer program and others by request.

Component #7: The school shall provide materials and training to help parents to work with their children to improve their children's achievement, in the following ways:

Both the SSC and ELAC host special events that regard student achievement, such as requirements for a variety of high school programs (Middle College, Advanced Placement, International Baccalaureate, etc.). RPH hosts a High School Awareness Day event every winter for this same purpose. RPH maintains an intensive academic monitoring and individualized tutoring service, AIM (Academic Intervention & Monitoring) to support students and families in maximizing their students' academic achievement. We also provide a variety of incentive programs for high achievement such as end of year reward field trips, the Letter R Awards and Advanced Reader celebrations.

Component #8: The school shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, 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, in the following ways:

MOU time and interactive web-based assignments are used to educate the faculty on the District's Community Engagement Plan, which focuses largely on communication and collaboration with parents. The value of parent feedback is demonstrated by very high rates of survey completion and the faculty makes extensive use of the data collected to improve communication with parents.

Component #9: The school shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal, state, and local programs, including public preschool 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, in the following ways:

We send several students groups to the Allred Child Development Center to assist with reading skills for young children. We also host a High School Awareness Day during which all of the comprehensive high schools in the SBCUSD inhabit our quad for about three hours, making themselves available to all students and parents during lunch and to the eighth grade during the period following lunch. We also provide a High School Awareness Night presentation to families that explains the transition to high school.

Component #10: The school shall 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.

The school does this by

We provide interpretation (in Spanish) at all public events and we provide Spanish language forms of all flyers and announcements.

Marquee notices

Parent flyers (also available online)

School webpage

Email updates

Coffee with the Principal

Mailings

Parent Square notifications

The Richardson Twitter and Instagram accounts

Parent Square texts

Component #11: The school shall provide such other reasonable support for parental involvement activities under this section as parents may request.

We regularly respond to parent requests for information, such as presentations on the PSAT/SAT and college readiness, high school selection including a comprehensive explanation of the career academies at each, the application processes for several special programs including Middle College and the International Baccalaureate program and information regarding local colleges such as San Bernardino Valley College and California State University at San Bernardino. We also provide information and assistance to families regarding scholarships, such as the Rotary Scholarship and summer training programs such as the Inland Empire Future Leaders conference and community service opportunities that are supported by the SBCUSD. Richardson also partners with the SBCUSD Family Engagement Center to host parent workshops.