



Title I Parent, Guardian, and Family Engagement Policy

Phillip O. Berry Academy of Technology

Directions: The Every Student Succeeds Act (ESEA) requires each Title I school to develop a written parent and family engagement policy. Use the outline below to ensure your school's policy includes all of the required components.

I. Parent and Family Engagement Policy

A. Team Members

Tanya Branham: Principal

Brian Hitt, Sharon Toguchi, Peter Knickerbocker: Assistant Principals

Nichole Goodman: Dean of Students

Marina Leonidas: Social Worker

Student Service Department: Lynette Horton and Traci Marsh

Chinyere Reid: English Teacher and Principal Intern

ML teachers: Michelle Otto and Helena Rodrigues-Gamble

Parent Members: Malacy Williams, Trisha Moss, Latanya Curry, Elizabeth Didomenico

B. Briefly describe the process your school used:

1. As this was POB's first year as a Title I school, various data points were used as the the administration team reflected on the school's needs. Information was presented to SIT in draft and shared with stakeholders for feedback. with the changes with PLC leaders, PTA, and SIT for feedback.
2. Phillip O. Berry is developing its policy around Title I practices with the student's best interests in mind. This means all activities in which we engage, whether with parents, Staff, students, and the community at large, will be driven by how do those activities Positively impact student development and achievement.
3. implement policy with fidelity and intentionality

II. Annual Information Meeting

- A. POB hosted an annual Title I meeting during the first SIT on Sept. 16h and then in conjunction with curriculum night that was held on Sept. 25, 2024. The information was shared in a PowerPoint presentation, the template that was provided by CMS and Personalized for POB.. The presentation can be found on POB website.

III. Flexible meeting times

- A. Meetings will be scheduled at various times to meet the needs of parents and students. Since our families come from across the county Teams meetings are utilize to increase flexibility for parents.

IV. Title I Part A Planning

- A. Parents will be involved in the planning strategies through the SIT

V. Parent Information and Opportunities

- A. Describe how you will provide parents and families with the following:
 1. Parents will be provided information through weekly principal updates using Parent Square for weekly update, teacher updates, agendas, parent conferences and the school website.
 2. Performance profiles will be shared through Parent Square and school website.
 3. Assessment results of their child's performance will be shared during parent conferences, phone conferences, ParentSquare and letters that are mailed home along with other written documentation. Information will also be shared through progress reports and report cards.
 4. The state curriculum, assessment forms, and proficiency levels will be discussed during parent conferences throughout the school year. Teacher Canvas will have a syllabus and expectations for the year. Upon request, a translator will be available for parents.
 5. Opportunities for regular meetings to participate in decision-making will be done during SIT as well as during conferences.
 6. Timely responses to suggestions and questions raised by parents are given a response within 24-48 hours. There's an open line of communication in which the school is always seeking input and suggestions from parents.
 7. Reasonable access to staff, opportunities to volunteer and join PTSA is encouraged. In addition, staff members are constantly seeking community support for CTE programs and clubs.

VI. School-Family Compact

- A. School Compact was aligned with POB beliefs and discussed with the SIT and received feedback from them on any additional or beliefs to take away. The learning compact was shared with parents and how it relates to their child's success as a team. The compact was translated into Spanish for POB parents.

VII. Building Parent and Family Engagement Capacity

- A. Briefly discuss how you will address the following:
 1. Assist parents in understanding performance standards, assessment, Title I, monitoring their child's progress and participating in decisions relating to the education of their child
 2. Provide materials and training to help parents work with their children (computer skills, homework assistance/workshops, family adult EL, GED etc.)
 3. Educate teachers and other staff to work with parents
 4. Coordinate and integrate parental involvement programs/activities
 5. Develop appropriate roles for community-based organizations and businesses
 6. Conduct other activities as appropriate and feasible that are designed to help parents become full partners in the education of their child
 7. Ensure that information related to parent involvement is sent home in the language used in the home

VIII. English Learners and Disabled Parents and Families

- A. There are full opportunities for the participation of parents with limited English proficiency or with disabilities. Translators are available as needed. Parents with

disabilities will be accommodated as needed.

IX. Parent/Family Requests

- A. Reasonable support for activities requested by parents and families will be provided through parent conferences, weekly updates using Parent Square, Annual Title I Meeting, phone conversations and emails.

X. Annual Evaluation

- A. Parents will have the opportunity to be involved in an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the school through monthly SIT meetings. In addition, parents are welcome to provide general feedback throughout the school year.

XI. Other Parent and Family Engagement Practices (School may include the following).

Only describe the ones you choose to implement

- A. Describe how your school addresses the following, **only** if practices are part of your schoolwide plan.
 1. Teachers are expected to implement/try strategies learned throughout the school year. Specific focus on using the EL curriculum with fidelity. Math I teacher is implementing a new curriculum.
 2. Partnership with SchermCo to increase family engagement for multilingual families

{Please have this document translated into Spanish or other languages for your school}