

**Morse High School's
2020-2021
Title I Parent and Family Engagement Policy**

With approval from the local governing board, *Morse High School* has developed a written Title I parent and family engagement policy with input from parents and family members of participating children. *[Describe how the school develops the policy with parent and family input.]*

Morse High School develops the policy with parent and family input in the following ways:

- Morse High School's School Site Council (SSC) created a rough draft of the Parent and Family Engagement Policy and shared it with parents at the annual Title 1 meeting. During this meeting, parents were asked to read the draft document and provide feedback/input.
- The document was also shared with Morse High's English Language Advisory Committee (ELAC). During this meeting, ELAC members and participants were asked to read the draft document and provide feedback/input.
- Through collaborative conversations, clarifying questions, and critical feedback we achieved consensus about what we need to include in our policy.

The school has distributed the policy to parents and family members of children served under Title I, Part A. *[Describe how the school distributes the policy.]* (20 United States Code [U.S.C.] Section [§] 6318[b][1])

Morse High School distributed the policy and made it available to parents in the following ways:

- Policy distributed to parents at Morse's Virtual Back to School Night/Annual Title I Parent Information meeting.
- Policy posted on Morse High School's website under the Parent tab.
- Policy emailed to parents using our district's school messenger system.
- Policy made available to parents in the main office and in Morse's Parent room. During Online Learning, Policy was made available electronically by distributing a digital copy to parents through School Messenger and links made available during the Annual Title I Parent Information Meeting.

2.1 Involvement of Parents in the Title I Program

The policy describes the means for carrying out Title I parent and family engagement requirements. (20 U.S.C. § 6318[b][1]).

To involve parents and family members in the Title I program at [Morse High School](#), the following practices have been established:

The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

- During Morse's evening Back to School Night, parents are invited and encouraged to attend the annual Title I Parent Meeting. Parents are invited via school messenger and a flyer is given to

students to take home. *During Online Learning, a flyer was sent digitally to all students and parents in lieu of hard copies.* A PowerPoint is prepared for the Title I Parent meeting to provide parents with information about the Title I program at Morse High School, and a DRAFT of the Parent and Family Engagement Policy is distributed and feedback requested.

The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent involvement. (20 U.S.C. § 6318[c][2])

[Briefly describe or list the activities the school will implement to address this requirement.]

- On a monthly basis, Morse hosts Coffee with the Principal/Counselors in the mornings; ELAC in the mornings; School Site Council (SSC) meetings in the afternoon; School Site Governance (SGT) meetings in the afternoon; and Grade Level parent nights in the evenings. During Online Learning, these meetings are held virtually via Zoom and additional Coffee with the Principal meetings were scheduled in the evenings. Parents of 9th-12th graders will be invited to attend the Parent Institute for Quality Education (PIQE) trainings. These trainings are offered to parents in the mornings and evenings...in both Spanish and English.
- When requested or needed, Morse uses Title I funds to pay for child care while parents attend meetings.
- When requested or needed, Morse will provide translation for our families who speak languages other than English.
- Light refreshments will be served to parents (when meetings are again held in-person).
- Morse's Parent and Community Liaison will hold various parent trainings in the mornings and evenings.

The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

[Briefly describe or list the activities the school will implement to address this requirement.]

- All parents are invited to attend monthly SSC meetings (held virtually via Zoom during online learning) where decisions regarding Title I funding are made. Prior to all SSC meetings, the SSC agenda is sent to ALL parents via Schoolmessenger. The Zoom link is included in the agenda.
- Parents are also invited to provide feedback and input during Morse's Annual Title I Parent Meeting.
- Parents also provide feedback during the four ELAC meetings held throughout the school year.

The school provides parents of participating children with the following:

Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse's plans for using Title I funding is discussed during Back to School Night's Annual Title I Parent Meeting. This meeting is held during the first five weeks of the school year.
- Parents are also able to hear about Morse's Title I program by attending monthly SSC meetings. SSC meetings take place in Morse's library from 3:30-4:30 on the first Tuesday of each month.

A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic

standards. (20 U.S.C. § 6318[c][4][B])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse teachers use research-based curriculum and instructional strategies to meet the CA State Standards.
- Teachers use various assessments such as quizzes, tests, and common assessments to determine if students have achieved the CA State Standards.
- Information about Morse’s curriculum and assessments are shared by teachers during Back to School Night. Additional information about Morse’s curriculum and assessments are also shared during monthly Coffee with the Principal/Counselors meetings.
- Teachers maintain on-going communication about curriculum and assessments through their teacher websites, Google Classrooms, and PowerSchool Gradebooks. Parents can access additional information about their child’s curriculum by also directly contacting the teachers, counselors, or administrative team.
- During Online Learning, teachers’ live instruction consists of Zoom meetings and the use either Google Classroom or Canvas as their learning platform.

If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. § 6318[c][4][C])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse parents have many opportunities to participate and attend regular meetings to formulate suggestions and participate in the decision-making opportunities related to their children’s education. During Online Learning, parents have the opportunity to attend all meetings virtually via Zoom.
 - Parent/teacher/student/counselor/admin conferences
 - Grade Level Parent Night meetings
 - Student Study Team (SST) meetings
 - Special Education IEP meetings
 - ELAC meetings
 - School Site Council meetings
 - Parent Teacher Student Association (PTSA) meetings and events
 - Morse Cluster meetings
 - PIQE meetings
 - Various parent workshops and trainings

If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency. (20 U.S.C. § 6318[c][5])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse will address parents’ concerns by doing the following:
 - Gather and immediately address unsatisfactory parent comments on the plan and maintain them in site records to be shared with the district.
 - Parents unsatisfactory comments/feedback will also be shared with our School Site Council.

2.2 Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted with Title I, Part A funds establishes the practices listed below. (20 U.S.C. § 6318[e])

The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse High works to ensure that parents understand important topics related to their child's education and how to monitor their child's progress in various ways:
 - Title I Annual Parent Meeting
 - Back to School Night
 - Grade Level Parent Night meetings
 - Individual Parent Conferences with counselors/teachers
 - School Messengers emailed to parents
 - Coffee with the Principal/Counselors meetings
 - Parent Institute for Quality Education (PIQE)
 - School Site Council meetings
 - Site Governance meetings
 - Special Education meetings
 - PowerSchool's Parent Portal
 - Informational Parent Meetings regarding Online Learning during school closures

The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 U.S.C. § 6318[e][2])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse's parent and community liaison holds monthly parent trainings on various topics
- Parent Institute for Quality Education (PIQE) meetings
- Coffee with the Principal/Counselor meetings
- English Language Advisory Committee (ELAC) meetings
- School Site Council meetings
- Grade Level Parent Night meetings
- Special Education meetings
- Individual Parent Conferences with counselors/teachers
- Teachers communicate and share resources and materials with parents to help support their child.

The school educates 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. (20 U.S.C. § 6318[e][3])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Teachers are constantly encouraged to communicate with the parents/guardians of our students via phone calls, emails, letters home, in-person meetings, and through Parent Portal. Teachers are required to use PowerSchool Gradebook so that parents can access

their child's grades on Parent Portal. Teachers are encouraged to regularly update their Gradebook so that parents have up to date information about their child's grades.

- Teachers receive research-based articles on the importance of building positive relationships with the parents of their students.
- Morse teachers are encouraged to join and work alongside parents who are part of Morse's PTSA.

The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other Federal, State, and local programs, including public preschool 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. (20 U.S.C. § 6318[e][4])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse offers many parent involvement opportunities and activities:
 - At the beginning of each school year, parents are provided a handout that lists various ways Morse parents can get involved at our school.
 - Parents are encouraged to serve to the extent possible, on advisory groups, such as the School Site Council (SSC), the District Advisory Council for Compensatory Education (DAC), the English Learner Advisory Committee (ELAC), the District English Learner Advisory Committee (DELAC), School Site Governance (SGT), Parent Teacher Student Association (PSAT) or other school advisory groups.
 - Parents are encouraged to attend PIQE training and various parent workshops offered each school year.
 - Parents are invited to observe their child in his/her classrooms (During online learning, parents have access to observe their child in their virtual classroom setting).

The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse ensures that parents receive pertinent information in their home language:
 - School messengers are sent out in the family's home language (both oral and written)
 - Several important written documents are translated in the family's home language.
 - Information about various events are posted on Morse High's website.
 - Morse's parent and community liaison sends out information about meetings and parent events via School Messenger. And at times, this individual makes personal phone calls inviting parents to various school events.

The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

[Briefly describe or list the activities the school will implement to address this requirement.]

- Morse has an open-door policy and welcomes all parent feedback. Parents are able to reach out to the principal, vice principal, counselors, or teachers.
- As requested by parents, Morse will provide additional support to ensure that all parents feel supported at Morse High School.

2.3 Accessibility

Morse High School, to the extent practicable, provides opportunities for the informed participation of all 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 children) including providing information and school reports required under 20 U.S.C. § 6311 in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])*[Briefly describe or list the activities the school will implement to address this requirement.]*

- All parents are welcome at Morse and encouraged to participate in the various opportunities provided to parents.
- Morse will provide interpreters for meetings and trainings at the parents' request.
- Morse will translate school flyers and information when needed.
- All required school reports and district/state reports are provided to parents, and when available, provided in parents' home language.

This policy was adopted by Morse High School's SSC on September 17, 2019 and will be in effect for the period of the 2020-2021 school year.

Morse High School will distribute the policy to all parents of students participating in the Title I, Part A program on or before Tuesday, October 6, 2020.

Dr. Cynthia Larkin

Principal, Morse High School

October 6, 2020