



## School, Parent and Family Engagement Policy School Year 2024-2025

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In support of strengthening student academic achievement, **Bard High School Early College** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a parent and family engagement policy (written or posted on school website), agreed on by such parents and family members, that shall describe the means of carrying out the requirements of The Every Students Succeeds Act (ESSA) Section 1116. Parents and family members shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents and family members can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of the parents, family members, and the school. The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parental and family engagement activities.

**Bard High School Early College Cleveland** understands that parent and family engagement means the participation of parents and families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- Parents and families play an integral role in assisting their child's learning
- Parents and families are encouraged to be actively involved in their child's education at school
- Parents and families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child

**Bard High School Early College** agrees to implement the following requirements as outlined by ESSA Section 1116:

### A. ANNUAL TITLE I MEETING

**Bard High School Early College** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents and family members of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' and family members requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent and family compact.

During the 2024-2025 school year, all meetings will be held in alignment with the Ohio Public Health Advisory System (OPHAS) as follows:

- Level 1 – Meetings can be held in person or remotely. Any meetings held in person will be done with strict adherence to health and safety guidelines (handwashing, hand sanitizing, wearing masks and following social distance guidelines of at least 3ft), to ensure to the extent possible prevention of the spread of the virus.
- Level 2, 3, and 4 – All meetings will be held remotely and recorded to post on the schools' website for viewing at a convenient time for all families, and staff.

*Click the following link for a full explanation of OPHAS levels:*

<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system/>

This annual meeting occurs during the annual Open House program as set by the school district calendar.

- High School(YRS)- September 11, 2024
- High School (Traditional)- September 11, 2024
- Pre-K to 8th Grade SChool- September 12, 2024

During these sessions, other pertinent information regarding school policy, procedures, initiatives, and family events will be shared.



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#### B. FLEXIBLE NUMBER OF MEETINGS

**Bard High School Early College** will offer a flexible number of engagement meetings in accordance with the OPHAS level as outlined in Part A at convenient times for parents and families, such as meetings in the morning or evening (for which the school may use Title I funds to provide transportation, childcare or home visits, as such services relate to parent and family engagement (if the state's current OPHAS Level is 1).

Our school will hold at minimum a quarterly meeting with the Family Engagement Committee. This meeting will include a Parent Ambassador or parent representative. Each month or as needed, we will host universal, targeted, or intensive parent meetings related to academics, attendance, culture/climate, family capacity building, college & career readiness, or other items of interest that support the school's Academic Achievement Plan. These gatherings may be in-person or virtual. During the Back-to-School Meet & Greet event, families will be able to make the initial contact of the academic school year with the administration, faculty, and staff. Families will need to check the school website and/or social media for up-to-date information on date, time, and location.

BHSEC has a vibrant parent organization entitled the Parent Advisory Committee. Meetings are held every second Tuesday of the month during the academic school year. The open forum welcomes new parents at every meeting to engage with one another, experience workshops and valuable sessions as well as organize to further build and develop our school. Evening Meetings take place from 5:00-6:30. Contact our Dean of Students for more information.

#### C. JOINTLY DEVELOPED

**Bard High School Early College** will take the following actions to engage parents and families in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan.

Information related to the school and parent and family engagement programs, meetings, and other activities, will be provided to the parents and families of enrolled children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents and families can understand.

#### D. COMMUNICATION

**Bard High School Early College** will provide parents and families of participating children timely information about programs under Title I, including:

- a) a description and explanation of the curriculum in use,
- b) forms of academic assessment used to measure student progress,
- c) achievement levels of the challenging State academic standards, and
- d) if requested by parents and families, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicable possible.

Information related to the school and parent and family engagement programs, meetings, and other activities, will be provided to the parents and families of enrolled children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents and families can understand.



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*We will employ the following strategies to connect with and communicate with all families:*

- *School Messenger (IVR)*
- *Website/Social Media*
- *Flyers/Mailers*
- *Personal Phone Calls/Texts*
- *Direct Emails*
- *Online Message Boards? Schoology*
- *Family Resource Center*

All faculty are expected to make connections with families at the beginning of each semester. More targeted phone calls are also expected to keep families abreast of student progress throughout the semester. These calls are to be logged for later reference.

#### E. DISSENSION PROCESS

**Bard High School Early College** will submit any comments/concerns to the CMSD Office of Family and Community Engagement if the schoolwide plan and/or parent and family engagement policy is not satisfactory to parents and family members.

**Any comments/concerns can be emailed to the Executive Director of Family and Community Engagement, Tracy Hill, at [tracy.hill@clevelandmetroschools.org](mailto:tracy.hill@clevelandmetroschools.org).**

#### F. SCHOOL-PARENT COMPACT

**Bard High School Early College** will take the following actions to jointly develop with parents and family members of enrolled children a school-parent and family compact that outlines how parents, families, school, staff, and students will share the responsibility for improved student academic achievement and develop a partnership to help children achieve the state's high standard and how the plan is used, reviewed, and updated.

The School-Parent Compact, along with the School, Parent & Family Engagement Policy will be developed in collaboration and consultation with the Family Engagement Committees, the Parent Ambassador (if applicable) and the School Parent Organization and/or Parent Advisory Council.

Both of the aforementioned documents will be referenced and made available upon request at the annual Back-to-School Meet & Greet and the annual Open House program. A copy will be maintained in the Parent Resource Center and available to review and download on the Parent/Family section of the school website.

#### G. BUILD CAPACITY OF PARENTS

**Bard High School Early College** will build the parent and family capacity for strong family engagement to ensure effective engagement of parents and families and to support a partnership among the school and the community to improve student academic achievement through the following:

- Materials and training to help parents and families to work with their children to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement



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- Aid parents and families of enrolled children, as appropriate, in understanding topics such as the following:
  - o the State's academic content standards,
  - o the State's student academic achievement standards,
  - o the State and local academic assessments including alternate assessments,
  - o the requirements of Title I, Part A,
  - o how to monitor their child's progress, and
  - o how to work with educators to improve the achievement of their children.
- Educate school personnel, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents and families, in the value and utility of the contributions of parents and families, and in how to reach out to, communicate with, and work with parents and families as equal partners, implement and coordinate parent and family programs, and build ties between parents, families, and the school.
- Coordinate and integrate parental and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as family resource centers and materials that encourage and support parents and families to fully participate in the education of their children.

**During the district level/mandated Parent-Teacher Conferences, we will plan intentional and meaningful targeted or intensive family/parent engagement experiences to support the capacity of the family and scholar. These opportunities will occur on:**

- October 29, 2024 – Pre-K to 8th Grade School
- October 30, 2024 – High School (Traditional)
- February 5, 2025 – Pre-K to 8th Grade School
- February 6, 2025 – High School (All)
- April 23, 2025 – All Schools

**This list is subject to change, and families will need to check the family page of the school website for an updated/comprehensive Family Engagement Calendar.**

#### H. ACCESSIBILITY

**Bard High School Early College** in carrying out the parent and family engagement requirements of this part, to the extent practicable, shall provide full opportunities, for the participation of 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 section 1111 in a format, and to the extent practicable, in a language such parents/caregivers understand.

At the request of the parent/family, ESL and Sign Language Interpreters and/or dual language communication support can be provided.



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This School Parent and Family Engagement Policy has been developed jointly with, and agreed on with, parents and families of children participating in Title I, Part A programs.

The Student Support Team met to design and enact this policy for the ensuing academic school year. The participants included:

Dr. Marjelo A. Mines, Head of School  
Dr. Guy A. Risko, Dean of Students  
Ada Mariani, Bilingual Aide  
Amani Mende, Intervention Support Specialist  
Nathaniel Austin, Admission Counselor  
Conrad Dent, SEL Coordinator  
Jermeka Jackson, Say Yes Support Specialist  
Laura Lindsey, Parent

This policy was adopted by the Cleveland Metropolitan School District and will be in effect for the period of (2024-2025). The school will distribute this policy to all parents and families of participating Title I, Part A children on or before August 19, 2024.

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Principal Signature & Date

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Parent/Caregiver Signature & Date