Hamilton Middle School

School Parent and Family Engagement Policy

PART I. GENERAL EXPECTATIONS

Hamilton Middle School agrees to implement the following statutory requirements:

- Consistent with section 1116, the school will ensure that the required school level parent and family engagement policy meets the requirements of section 1116 of the ESEA, and includes, as a component, a school-parent compact consistent with section 1116(d) of the ESEA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parent and family engagement requirements, to the extent practicable, the school will provide full opportunities for the informed participation of parents and family members (including parents and family members with limited English proficiency, parents with disabilities, and parents of migratory children) including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, to the extent practicable, in language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to Wood County Schools.
- The school will involve the parents of children served in Title I, Part A schools in decisions about how funds reserved under this part are spent for parent and family engagement activities. The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide parental involvement activities under section 1116 of the ESEA in the areas of improving student achievement, child development, child rearing and additional topics parents may request.

PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

NOTE: The School Parent and Family Engagement Policy shall include a description of how the school will implement or accomplish each of the following components. *(Section 1116, ESEA.J)*

1. **Hamilton Middle School** shall take the following actions to involve parents and family in the joint development and review of its school parent and family engagement policy under section 1116 of the ESEA:

   Hamilton Middle School shall invite selected parents to discuss and review the policy document in a scheduled meeting held at Hamilton Middle School at the end of the school year. Parents and family members will be involved in an organized, ongoing, and timely way in planning, reviewing, and improving the Title I program, including this policy and the schoolwide program plan.

2. **Hamilton Middle School** shall take the following actions to involve parents and family members in the process of planning, joint development of the program, review and improvement of programs under Title I Part A of the ESEA:

Parents will join the Title I team to participate in the PAC group and plan parent engagement activities. These parents will attend meeting(s) to organize and prepare for engagement activities. Parents will also attend county-wide PAC meetings, either virtually or in person. We will discuss parent involvement at Booster meetings.

3. **Hamilton Middle School** shall hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will invite all parents of children participating in Title I, Part A programs to this meeting.
    - *The opening annual meeting will be held at a convenient time, and all parents and family members of participating children will be invited and encouraged to attend.*
    - *The school will offer a flexible number of parent and family engagement meetings, such as meetings in the morning or evening, to provide meaningful opportunities for families to participate.*

4. **Hamilton Middle School** shall provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards.

    Classroom teachers will discuss this at the first parent/teacher conference. iReady Diagnostics Reports will be mailed home for each of the three diagnostics.

5. **Hamilton Middle School** shall, at the request of parents, provide opportunities for regular meetings, held at flexible times, for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children.

    This will be done throughout the year through parent conferences, parent engagement activities, and other parent meetings. The school will respond to parent and family suggestions as soon as practicably possible.

6. **Hamilton Middle School** shall provide each parent an individual student report about the level of academic achievement and academic growth performance of their child on the State academic assessment by:

    State testing results will be sent home to all current 7th and 8th grade students in September. iReady Diagnostic testing results will be discussed at parent/teacher conferences. Reports from benchmark assessments will be mailed home to parents in a timely manner after each diagnostic.

7. **Hamilton Middle School** shall take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade the Level and subject area in which the teacher has been assigned by:

    All classroom teachers are certified. We have a couple of vacant positions currently and if a certified teacher cannot be found and the position is filled by a long-term substitute for longer than 3 weeks, a letter explaining this situation will be sent to all students taught by the long-term substitute.

8. **Hamilton Middle School** shall provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described below –
    - the challenging State academic standards,
    - the State and local academic assessments including alternate assessments,
    - the requirements of Title I Part A,
    - how to monitor their child's progress, and
    - how to work with educators:

    This will be provided throughout the year at events, parent/teacher conferences, and individual parent meetings.

9. **Hamilton Middle School** shall provide materials and training to help parents work with their children in the areas of improving student achievement, such as literacy training and using technology (including education about the harms of copyright piracy). Parent Literacy and Technology Training:

    This will be the focus of all parent engagement activities conducted once per quarter (4 times per year). The school will provide such other reasonable support for parent and family engagement activities under Section 1116 as parents and family members may request.

10. **Hamilton Middle School** shall, with the assistance of its parents, educate its teachers, specialized instructional support personnel, principals, and other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

    Hamilton Middle School will utilize business partnerships, the parent resource center, our Community-in-Schools Liaison, and other outside agencies to assist with providing parent engagement activities and professional development opportunities for staff to address support and education.

11. **Hamilton Middle School shall**, shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

    We plan to utilize business partnerships, the parent resource center, our Community-in-Schools Liaison, and other outside agencies to participate in parent engagement activities held at our school. This will include education related to literacy, mathematics, and other resources to help parents be involved and supported in assisting their child in the learning process.

12. **Hamilton Middle School** shall take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format and, to the extent practicable, in a language the parents can understand:

    Information about these items will be sent out through Thrillshare, on our Hamilton Middle School Facebook, and through the all-call system.

PART III. DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

The School Parent and Family Engagement Policy may include additional discretionary activities listed under section 1116(e) of the ESEA, including:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training.
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- Training parents to enhance the involvement of other parents.
- Arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children.
- Adopting and implementing model approaches to improving parental involvement.
- Establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- Developing appropriate roles for community-based organizations and businesses in parent involvement activities.

PART IV. ADOPTION

This School Parent and Family Engagement Involvement has been developed jointly with, and agreed on with, parents and family members of children participating in Title I, Part A programs, as evidenced by meeting minutes.

This policy was adopted by the Hamilton Middle School on August 7, 2026 and will be in effect for the period of the 2026-2027 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before October 1, 2026.

