

Michael E. DeBakey High School for Health Professions Houston Independent School District

Campus Parent and Family Engagement Policy, 2022-2023

Part 1. GENERAL EXPECTATIONS

The Michael E. DeBakey High School for Health Professions agrees to implement the following statutory requirements:

- Consistent with section 1118, DeBakey High School will work to ensure that the required school level parental policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- DeBakey High School will notify parents of the policy in an understandable and uniform format and, to the extent practical, in a language that the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of the parents and our students.
- In carrying out the Title 1, Part A parent Involvement requirements, to the extent practical, the school will provide full opportunities for participation of parents 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 including alternative formats upon request and to the extent practical, in language parent understand.
- If the school-wide program for Title 1, Part A developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, DeBakey High School will submit any parent comments with the plan submitted to the Houston Independent School District.
- DeBakey High School will involve our Title 1, Part A parents in decisions concerning the disbursement of the 1% for Title 1, Part A funds reserved for

Parental Involvement and will ensure that no less than 95% for the reserved funds are used by the school.

- DeBakey High School will build its own campus and parent capacity for strong parent involvement, in order to ensure effective involvement of parents and to support a school, parent and community partnership to improve student achievement.
- DeBakey High School will be governed by the following statutory definition of parental involvement and will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring -

(A) That parents play an integral role in assisting their child's learning;

(B) That parents are encouraged to be actively involved in their child's learning;

(C) That parents 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;

(D) The carrying out of activities, such as those described in section 1118 of the ESEA.

Part II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The Michael E. DeBakey High School for Health Professions (DHSHP) will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
 - All members of the Parent Teacher Organization and the school community, SDMC and Community Advisory members will be invited to a planning meeting for the drafting of the Title 1, Part A Parent Involvement Policy.
 - The meeting will be scheduled to meet the schedules of a majority of the PTO members.
 - A morning meeting and an evening meeting will be scheduled for both the planning and approval meetings. Collaborative meetings were held on September 7 and 8, 2022.
 - A draft copy of the document will be e-mailed to all PTO members and a copy posted on the DHSHP's Canvas page for all to submit comments, as desired.
 - The approved copy of the Title 1, Part A Parent Involvement document will be given to all students and parents and posted on the school's website.
2. The Michael E. DeBakey High School for Health Professions will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - All school review and improvement meetings will be posted on the schools website, a flyer will be set home to all parents, a call out will be made to all parents with notification of the planning, review and approval meetings to the Title 1, Part A Parent Involvement Policy in a language that is understandable to parents, i.e., English, Spanish and Vietnamese.
 - All parents will be encouraged to attend. If they are not able to attend, they can submit comments to the school thru the Title 1, Part A link.
 - Update information of the committee's action steps in the drafting, review and approval process will be made during monthly PTO meetings and will be posted on the DHSHP's school website.
3. The Michael E. DeBakey High School for Health Professions will hold annual meetings to inform parents of the school's participation in Title 1, Part A programs, and to explain the Title 1, Part A requirements and the rights of parents to be involved in Title 1, Part A programs. DHSHP will convene the meeting at a time convenient for parents and will offer a flexible number of

additional parental involvement meetings, such as in the morning or evening, so many parents are able to attend. DHSHP is a Title 1, Part A school and will invite all parents to attend the following assemblies.

- This year's meeting was held on September 7, 2022, 6:30 pm and September 8, 2021, 8:30 am. The Annual Virtual Grade Level Forums were held on September 8-29, 2022, at 6:00 pm for parents and students.
 - Parents were provided the current documents, oriented and informed of their rights during the meeting by the Title 1 Coordinator, Dean Sharkey.
 - Information of the Open House was publicized via the public-address system, a call out to all parents, on the DHSHP's website and a flyer given to all students.
 - Title 1, Part A documents will be provided in written form, and housed on the PTO website and DeBakey High School websites, in a language that is understandable to parents, i.e., English, Spanish and was noted during the meeting.
 - All students were provided an on-line Student Planner asked to sign for their document and a copy was placed on the HISD Canvas. During the grade level orientation meetings, students were notified of the contents of the DHSHP Canvas Planner.
4. The Michael E. DeBakey High School for Health Professions will provide all parents with information in a timely manner about Title 1, Part A programs to include a description and explanation of the DHSHP's curriculum, the forms of academic assessments used to measure student's progress and the proficiency level students are expected to meet by:
- During the monthly PTO meeting there is a segment of the agenda devoted to updating "the State of the School". Parents are provided Title 1, Part A updates, which are reflected in the meeting minutes.
 - The information segments concerning Title 1, Part A activities are time-sensitive and are shared as appropriate and in conjunction with events on the school's calendar, i.e., course descriptions, testing, tutorials, etc.
5. The Michael E. DeBakey High School for Health Professions will at the request of the parents provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their students. DHSHP will respond to any such suggestions as soon as possible by:
- The Title 1, Part A annual eight meetings are shared with the committee and are posted on the DHSHP's website. Meeting dates are: Evening

sessions - 9/13, 10/11, 1/10 and 2/14, 6:30 PM to 8:00 PM. Morning sessions are held on: 9/14, 10/12 and 1/11 and 2/15 from 8:30 AM to 9:30 AM.

- An administrator's attendance at each scheduled monthly PTO meeting will ensure that additional information requested by parents about the Title 1, Part A program can be addressed ASAP.
- A suggestions box will be established on the DHSHP's website where parents can request information, as needed.

6. The Michael E. DeBakey High School for Health Professions will provide each parent an individual student report about the performance of their students on the state assessment in math, language arts, science and social science by:

- Each parent is provided an individual student report card for each six-weeks of course work completed during the school year.
- Each student is provided an individual report for two progress report dates: one for cycle 1 progress and one for cycle 4 progress.
- All student report card and progress data are available to HISD parents on-line through the [HISD Connect Parent portal](#).
- All parents and students are provided individual reports for both standardized tests administered on campus: i.e., STAAR, PSAT, SAT and AP. Additional reports are available for students involved in COGAT testing for GT qualifications, and Advanced Placement (AP) tests.
- Parent/Teacher conferences are available upon request to collaborate how to assist students achieve academic success. Telephone conferences will be offered as needed. Translation assistance can be provided if needed.

7. The Michael E. DeBakey High School for Health Professions will take the following actions to provide parents timely notification when their student has been taught for four or more consecutive weeks by a teacher who is not highly qualified as identified in section 200.56 of the Title 1 Final Regulations (67 Fed. Reg. 71710, December 2, 2002) through written notification sent from DHSHP to the parents of each involved student.

- Written notification must be sent to parents of students being taught by Every Student Succeeds Act (ESSA) standards for non-highly qualified instructors.
- DeBakey High School does not hire non-highly qualified instructors.

- DeBakey High School does not employ non-highly qualified Para-professional teacher's aides.
8. The Michael E. DeBakey High School for Health Professions will provide academic and social emotional support to parents of children served by DHSHP, as appropriate, in understanding the actions described in this paragraph -
- The state's academic content standards: TEKS
 - The state's student academic achievement standards, State of Texas Assessment of Academic Readiness (STAAR)
 - The requirements of Title 1, Part A,
 - How to monitor their student's progress, and
 - How to work with educators.
 - During the annual Open House, parents are provided information concerning the TEKS, STAAR, Title 1 and their role as a parent of a DHSHP student.
 - Parents are notified of their rights to view their student's grades and how to communicate with the teachers, where to seek assistance and how to become an active member of the school community.
 - Additionally, the counselor's conduct semi-annual meetings for each grade level where grade specific information is shared.
 - During the monthly PTO meetings pertinent information is presented to parents to make them aware of the school's activities, grading periods, test schedule and their ability to get involved in campus life.
 - Parents of at-risk students are called for parent/student/counselor conferences to determine how best to help the student experience success, share support systems at the campus and to assist parents in their role of supporting their student's academic growth. Telephone conferences will be offered as needed.
9. The Michael E. DeBakey High School for Health Professions will provide materials and training to help parents work with their students to improve academic achievement, such as literary training and using technology, as appropriate, to foster parent involvement by:
- The Annual DHSHP Open House is designed to provide parents with information about their student's course schedule, to meet the teachers, learn about the rules, regulations, expectations and grading policy for each course. Parents are provided information about the support

services available on campus, counseling, career planning, the Title 1, Part A activities and schedule of events.

- DHSHP held a parent information session concerning the login and use of the *HISD's Connect* on-line database on August 2-13, 2022 in the DHSHP atrium using campus computers and directed by DHSHP's Teacher Technologist. *HISD Connect* allows parents to view their student's schedule, progress reports and report cards on-line.
- Grade level specific Parent Forums are offered throughout the school year and cover diverse topics as applicable to each grade level and the student's academic development. Two forums for each grade level are offered during the school year. One forum is held in the fall and one is held in the spring.
- DHSHP's departmental instructional staff provide up-to-date curricular information at each monthly PTO meeting. Each department presents information to assist parents in supporting their students thru the rigors of the DHSHP pre-college curriculum.

10. The Michael E. DeBakey High School for Health Professions will, with the assistance of its parents, educates its teachers, support staff, principal and other staff members 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, schools, by:

- DHSHP has parent representatives in membership in the Shared Decision-Making Committee, the Community Advisory Committee and the Parent Teacher Organization (PTO).
- Parent representatives are included in all campus-wide outreach programs: recruitment, informational events, competitive competitions and all informational sessions. Our parents serve as ambassadors through the community.
- Parents are recruited to serve as chaperones for all campus sponsored events, many off-campus events.

11. The Michael E. DeBakey High School for Health Professions will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Parents as Teachers and other programs. DHSHP will conduct other activities, such as parent resource centers, that encourage and support parents in fully participating in the education of their students by:

- Soliciting parent and community input through meetings, interviews, questionnaires, surveys, etc., regarding the education of the students.
- Encouraging our parents to serve as Associate teachers, if applicable.
- Inviting our parents to participate in guest lectures particularly in the Health Science Career Exploration program and in the annual Scientific Symposium.

12. The Michael E. DeBakey High School for Health Professions will take the following actions to ensure that information related to DHSHP and parent-programs, meetings and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request and to the extent practical in a language the parents can understand:

- All correspondence and notifications will be available in English and Spanish formats.
- Communications will be made available on the DHSHP website.
- Telephone communications will be sent to parents to the phone of record.
- Informational flyers will be disseminated throughout the campus and given to students to carry home to parents.

Part III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY

COMPONENTS

The Michael E. DeBakey High School for Health Professions (DHSHP) Title 1, Part A Parent Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the Houston ISD, in consultation with its parents, choose to undertake to build parents' capacity for involvement in the DHSHP and HISD to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of this training;
- Providing necessary literacy training for parents from Title 1, Part A funds, if the HISD has exhausted all other reasonable available sources of funding for that training;

- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and childcare 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 Title 1, Part A parents, arrange meetings with parents who are unable to attend conferences at school to maximize parental involvement and participation in their student's education;
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a school parent advisory council (DeBakey HS PTO Executive Committee) to provide advice on all matters related to parental involvement in Title 1, Part A programs;
- Developing appropriate roles of community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

Part IV. ADOPTION

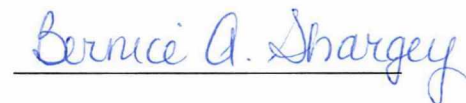
The Michael E. DeBakey High School for Health Professions Title 1, Part a, Parental Involvement Policy has been developed jointly with, and agreed on with, parents of students participating in the Title 1, Part A programs, as evidenced by the attached policy.

This policy was adopted by the Houston Independent School District and the Michael E. DeBakey High School for Health Professions on September 20, 2022, and will be in effect for the 2022-2023 school year. The DHSHP will distribute this policy to all Title 1, Part A parents on or before September 30, 2022.



Jesus O. Herrera,
Principal

September 20, 2022



Bernice A. Shargey,
Dean and Title 1 Coordinator

