

# Baylor College of Medicine Biotech Academy at Rusk

## Parent and Family Engagement Policy

### 2023-2024

#### **Mission and Vision**

Our mission at Baylor College of Medicine Biotech Academy at Rusk is in order to prepare students for the careers of tomorrow, we will provide them with engaging health science experiences through cooperative learning and technological integration.

The vision of Baylor College of Medicine Biotech Academy at Rusk is every student will have the opportunity to participate in a rigorous, integrated health science curriculum, guiding them towards a rewarding 21st century future.

#### **Statement of Purpose**

Baylor College of Medicine Biotech Academy at Rusk is committed to the education of the children in our school community. We believe that when parents are involved in the academic process, students are more successful. Our commitment to effective communication as well as opportunities for parental engagement is a direct reflection of our beliefs. Title I regulations require each school served under Title I to jointly develop with, agree with, and distribute to the parents and family members of participating children a written parent and family engagement policy agreed on by the parents that describes the requirements of the "Every Student Succeeds act" (EDDA) Section 1116.

1. Baylor College of Medicine Biotech Academy at Rusk shall convene an annual meeting, at an appropriate time, to which all parents or guardians of participating children shall be invited and encouraged to attend, to inform parents of their school's involvement under this part, to explain the requirements of this part, and the right of parents to be involved
  - **Annual Title I Meetings**

Parents and community members will have the opportunity to attend our Fall Annual Title I meetings either virtually at 6:00 pm or at 9:00 am during Coffee with the Principal during the month of September. Topics discussed: Purpose of Title I Program, Title I Budget expenses, Tutorials, Ways to Volunteer and Family Events.

    - Meeting and event notifications can be found on our school website [www.houstonisd.org/ruskschool](http://www.houstonisd.org/ruskschool), our school newsletter, our social media, callouts, daily announcements, and the marquee.
2. Baylor College of Medicine Biotech Academy at Rusk shall offer a flexible number of meetings, such as morning or evening meetings, and may provide with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement.
  - **Flexible Number of Meetings**

Parents are invited to participate in a variety of meetings and activities, virtually and in-person, during the course of the school year. An Open House/Title 1 Annual Meeting is held in September and again in January to give parents the opportunity to formally visit their children's classroom to be better informed about their students' grade level expectations and academic progress. In cases where transportation is a barrier to a parent getting involved in our school, the Administrative Team and Family Advocate make special arrangements to link that parent to necessary resources and events.

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3. Baylor College of Medicine Biotech Academy at Rusk will provide parents with timely information about the programs under this part; descriptions and explanations of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the levels of proficiency students are expected to achieve. There will be opportunities for regular meetings to review, plan, and participate, as appropriate, in decisions related to their children's education as well as the school-parent-family engagement policy. As a component of the parental involvement policy at the school level, each school shall develop together with the parents of all children served under this part a pact between the school and the parents that describes how the parents, all school staff, and the students will share the responsibility of the teacher, but also of the parents and the child. For this reason, a Pact between parents, teachers and students has been developed and is used in our school. This document serves as an agreement between all parties that they will fulfill certain duties and responsibilities. These covenants are also used to motivate students and parents to become more involved in the educational process and to let parents know that they are equal partners in their children's learning.

- **Parent Participation in PFE**

Parents will participate in developing and agree upon the PFE program and activities through our Title I Meetings, Shared Decision-Making Committee, Coffee with the Principal, and other parent meetings and surveys.

4. Baylor College of Medicine Biotech Academy at Rusk shall provide parents of participating students:

- **Parent-Teacher Conferences**

Parent-Teacher Conferences are held weekly, as needed during teachers' planning time or another mutually agreed upon time.

- **Student Progress and Grade Reports**

Parents will receive report cards and progress reports from their student based on the district calendar dates or as requested by the parent.

- **Parent Involvement Days**

Baylor College of Medicine Biotech Academy at Rusk will host numerous activities that build capacity for parent involvement: Science Night, Literacy Night, Science Fair, SDMC, HOSA Meetings, Literacy Night, Fall/Winter/Spring Dance, Hispanic Heritage Festival, School Surveys, and more.

- **Additional Support Provided to Parents**

To ensure parent involvement and support a partnership between the school, parents, and the community to improve students' academic performance, each school and local educational agency assisted under this part will provide:

- Instructions on how to access and monitor grades/attendance on PowerSchool
- Instructions on how to become VIPS approved in order to volunteer
- Access to Monthly Newsletter and Calendar of Events
- Materials and Instruction to assist with assignments at home
- Materials in Spanish and other languages, as needed

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- **Parental Supports**
    - Monitor and Check PowerSchool
    - Volunteer
    - Monitor Attendance
    - Promote positive use of my child's extracurricular time
    - Stay informed about my child's education and communicating with the school
    - Check Newsletter/Social Media/School's Webpage weekly
5. Baylor College of Medicine Biotech Academy at Rusk and parents will share the responsibility to educate teachers, student services staff, principals, and other staff about the value and usefulness of parent contributions, and how to reach, communicate, and work with parents as equal partners.
- Implement and coordinate parent programs and create bonds between parents and the school
  - Faculty members and staff will be aware of educational research on parent involvement
  - Parents' input will be sought throughout the year in meetings, through surveys, and during individual conferences. The derived information will be used by the school Administrative Team to strengthen the link between the school and the home in order to increase student achievement
  - In carrying out this part's parent involvement requirements, districts, and schools, to the extent possible, shall provide all opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of immigrant families. children, including the provision of school information and reports in a format and, to the extent possible, in a language that such parents can understand.
  - Parents of all students, regardless of English proficiency, mobility, or disability, are an important part of our learning community. All parents have the opportunity to participate in their children's school environment. For this reason, if a special need is identified that would help a parent better understand their child's educational process and academic progress, assistance will be provided to that parent. This type of support often comes in the form of school documents interpreted into the parents' primary language, having an interpreter available to translate important information at school meetings and events, working with an interpreter to provide translation at parent-teacher conferences, making available to parents resources at our center that are in English and Spanish, participating in the training of faculty and staff to better understand the culture of the students served, providing easier access to parents and/or students with disabilities, etc