

T. H. McDonald Junior High School
Parent and Family Engagement (PFE) Policy
2023 – 2024

Statement of Purpose

T. H. McDonald Junior High believes that all students should have every available opportunity for reaching their highest potential. The focus of the campus includes ensuring that all students continuously improve academic achievement in all content areas; student performance on STAAR meets or exceeds the state comparison campuses; and all students demonstrate at least one year of growth annually. Students experiencing difficulties in core content areas – Reading, Mathematics, Science, Social Studies – will receive intervention opportunities through differentiated classroom instruction; specialized Advisory; Reading Intervention and/or Math Intervention class; before/after school tutorials; access to Imagine Math (or Ascend), Freckle; and/or special Saturday tutorials. The success of our students relies upon the collaborative efforts and support of our community.

A PFE policy is designed to promote parental involvement that supports our school's beliefs and has been established to ensure student excellence. An advisory team will meet annually to review, evaluate, and revise this policy to reinforce our campus goals.

Staff-parent/guardian communication will be addressed throughout the year. It is our goal to promote parent/guardian communication because we believe that student success is a shared responsibility. Ongoing, two-way communication will occur throughout the year in various ways. Parents/Guardians will be informed regularly about their child's academic performance and school curriculum through interim progress reports; report cards; parent/guardian conferences; telephone calls; emails; Panther Post; Katy ISD/campus websites; postcards and other written communication. Responsibilities of parents/guardians, students, and staff are outlined in the School-Parent Compact Agreement (posted on MDJH website under Title I), which is approved by all stakeholders of MDJH and is designed to ensure student success in and beyond school.

An annual Title I meeting will be held each year at various times to orient parents/guardians to the year's proposed activities and to review the campus needs assessments. A description and evaluation of the PFE Policy will be shared. Feedback will be taken for continued program evaluation and revision.

The effectiveness of our programs and parent/guardian involvement will be evaluated throughout the year. Data will be collected to design strategies for more effective parent/guardian involvement. Revisions and methods to improve our practices will be reviewed and discussed.

Title I funds will be allocated towards student achievement. The Campus Advisory Team (CAT), parents/guardians, and MDJH staff will have input into the use of funds. Funds may be used for professional development; scholarships; instructional materials; program implementation; staff salaries; and parent/guardian involvement opportunities. The Katy ISD website provides parents/guardians with important information regarding the curriculum, grading policies, student code of conduct, local and state testing calendars, academic opportunities, district-provided programs, and school performances. News related to our programs, as well as special meeting times, will be posted on the website, in the school newsletter (Panther Post), social media, posted flyers (website, newsletter and front office area).

Developing the Policy

An advisory committee will be formed consisting of parents/guardians, community members, teachers, and administrators to develop and revise the Parent and Family Engagement Policy of MDJH. The parent/guardian volunteers will represent the diversity of the student population and one or more parents/guardians on the advisory committee will have children participating in the Title I program; a translator will be present. The committee will meet to write, revise, and publish a PFE policy that will encourage and support parent/guardian involvement at MDJH. The PFE Policy will continually be evaluated, updated, and revised to address the goals and needs of all stakeholders. The advisory committee will convene at a time and place convenient to all its members.

Annual Meetings

T. H. McDonald Junior High will conduct multiple annual Title I meetings at the beginning and throughout the school year for all parents/guardians as a form of orientation to the Title I program. At that meeting, the Title I program will be described, the PFE Policy will be distributed and opportunities for parent/guardian participation will be explained. Parent/Guardian volunteers will be recruited to serve on the Campus Advisory Team (CAT).

A minimum of two additional campus meetings will be held throughout the year. These meetings will provide parents/guardians the opportunity to learn about MDJH and to participate in their child's education. In April or May of each year, Katy Independent School District will hold a public Title I meeting to evaluate and share information about the Title I program. Parents/Guardians will be invited to this meeting by each campus and notice of this meeting will be distributed via social media, school newsletter (Panther Post), district and school websites.

Additionally, the evaluation of the Title I program will be conducted through a family questionnaire distributed at the end of each school year. These questionnaires will be reviewed at that time to determine suggested areas of improvement.

Parents/Guardians are encouraged to be involved in their child's education and are encouraged to offer suggestions as all stakeholders work together to ensure that all children succeed at MDJH.

Building Capacity

T. H. McDonald Junior High values the partnership of the parents/guardians in their student's education. There are many ways parents/guardians can make significant contributions to student success at home and by volunteering at the school. Student achievement is the result of effective collaboration between home, school, and the community.

Parents/Guardians can support their student's learning in the following ways:

- Communicate the importance of school and learning with their child(ren) and maintain a positive attitude toward school.
- Participate in school activities when possible.
- Ensure that your child(ren) understand the importance of attending school daily.
- Monitor homework and check for understanding and completion.
- Communicate regularly with their child's teacher regarding progress.
- Cooperate with the school in carrying out school/district policies, code of conduct, and academic recommendations.
- Respect our school, students, staff, families, and community members.

T. H. McDonald Junior High will:

- Provide parents/guardians access to teachers, counselors, and administrators.
- Provide parents/guardians opportunities and encouragement to volunteer and participate in their student's class and within the school.
- Maintain high standards for all students to learn and achieve.

- Provide high quality curriculum, and instruction in a supportive, collaborative, and safe environment that promotes learning for all students to meet the state's academic standards using instructional methods based on current research and data.
- Respect our school, students, staff, families, and community members.

Ways in which parents/guardians are encouraged to participate in their student's education include:

- STEAM Trip Volunteers
- School Dance Volunteers
- Parent-Teacher Conferences
- Literacy Fair
- Multi-Cultural Festival
- Parent-Teacher Association (PTA)
- Campus Advisory Team (CAT)
- KEYS Mentors
- Watch D.O.G.S.
- Fine Arts Performances
- Sporting Events
- VIPS (Volunteers in Public Schools)
- Open House
- Family Events – Title I PFE events, Literacy Fair, Curriculum Night, Technology Night

Programs and the School Community

Annually, the Title I program of T. H. McDonald Junior High will assess the needs of identified Title I students and parents/guardians within our school community. A variety of tools will be utilized to determine the effectiveness of our Title I program, including an end-of-the-year survey and questionnaire. Findings will be used to revise current practices to better serve the needs of our students. Our staff is also diligent in reviewing student assessments. Formative and summative assessments are used to guide instruction and provide further support to the students. Data is always used to provide differentiated instruction and interventions to meet the needs of all students.

Workshops and other trainings will be made available to educators and parents/guardians to address specific needs. Parents/Guardians will be notified of these opportunities via flyers/posters distributed at the campus, campus website, Panther Post, and email invitations.

Staff-Parent Communication

T. H. McDonald Junior High will communicate with parents/guardians on a regular basis. Important information will be provided in the School-Parent Compact, district website, campus website, Panther Post, and email/telephone communication. Regular notices about student performance will be sent home with students, via telephone calls, emails, and/or conferences. Parents/Guardians are encouraged to contact the school – teachers, administrators, counselors, or other school personnel – when questions or problems occur.

School-Parent/Guardian communication at T. H. McDonald Junior High will occur via:

- School-Parent/Guardian Conferences
- District and Campus Flyers/Posters
- Email Notifications
- Telephone Calls
- Interim Progress Reports
- Report Cards
- Teachers' Canvas Page
- Social Media platforms – Twitter, Instagram
- Panther Post
- District/Campus website
- Automated Callout System
- Smartphone Apps
- Surveys
- Home Visits
- HAC (Home Access Center)
- Title I Meetings

Evaluation

T. H. McDonald Junior High will work with the Campus Advisory Team (CAT) to evaluate the effectiveness of the parent/guardian involvement program. Surveys, family and staff questionnaires, assessment data, and other resources will be used to determine needs and develop revised strategies for student success. The Title I personnel will meet with other Title I colleagues across the district for suggestions on improving our program and parent/guardian involvement. Revisions to the PFE Policy will be made and communicated to staff and parents/guardians.

In addition, assessment data will be used to determine program effectiveness. Data will be compiled to determine modifications, successes, and improvements for continued student achievement. Student performance and program initiatives will be communicated to parents/guardians.

Funding

Katy ISD is required to set aside at least 1% of its Title I funds for the purpose of parent/guardian involvement. Those funds will be divided among the Title I campuses. The campus principal will consult with the Campus Advisory Team regarding the allowable uses of the funds. The campus principal will then approve the use of the funds designated for parent/guardian involvement. T. H. McDonald Junior High will spend Title I funds according to identified, comprehensive needs and Title I guidelines and will document activities and expenditures.

Funds will be used for staff salaries, materials, supplies, classroom manipulatives, literacy resources, activities, parent/guardian involvement, parent/guardian and teacher trainings and other effective methods and instructional strategies that increase the quality of learning at T. H. McDonald Junior High.

Distribution of Policy

This policy is distributed at all Title I meetings, posted on the campus website under Title I, available in the counseling office, Title I office and administrative offices.

Concluding Statement

T. H. McDonald Junior High is committed to the success of all students. We will work collaboratively to monitor the effectiveness of our parent/guardian involvement and Title I program, and to provide excellence in education. Administrators, teachers, and school staff advocate for the benefits of our Title I PFE Policy, as demonstrated in the lives of our students. Parent/Guardian engagement is fundamental to making meaningful contributions toward achieving academic, social, and emotional excellence for all students at MDJH.

When possible, all communication will be provided in a language and format that parents/guardians can understand. Parents/Guardians are encouraged to contact the school or their child's teacher/administrator/counselor when questions or problems occur.

Contact Information:

T. H. McDonald Junior High website: <https://www.katyisd.org/MDJH>

Katy ISD website: <https://www.katyisd.org/domain/3776>

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