



STATE OF HAWAII
DEPARTMENT OF EDUCATION
KA 'OIHANA HO'ONA'AUAO
HILO HIGH SCHOOL
556 Waianuenue Avenue
Hilo, Hawaii 96720-2598
Telephone: (808) 313-5500
Website: www.hilo.hs.k12.hi.us

Introduction to School Parent and Family Engagement Policy

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children, a Parent and Family Engagement Policy that contains information required by section 1116 of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent engagement and describes how the school will implement a number of specific and required parent engagement activities.

Title I Schools must provide their school parent-family engagement policy in an accessible format and, when practicable, in a language parents and family members can understand. Distribution could include parent conferences/meetings, email, student planners, digital platforms, etc.

The HDOE offers a sample template for Title I schools to use in developing their School Parent and Family Engagement Policy. While schools are not required to use the provided template, all components included in the sample must be incorporated into the school's Parent and Family Engagement Policy. Schools can include additional information that goes beyond the template and Title I Parent and Family Engagement requirements.

Title I schools must engage parents and families in order to improve student academic achievement. Each school must:

- Provide assistance to parents in understanding the state academic standards, state and local academic assessments, and how to monitor a child's progress and work with educators to improve the achievement of their children (ESEA 1116(e)(1)).
- Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, to foster parental involvement (ESEA 1116(e)(2)).
- Educate teachers, specialized instructional support personnel, principals, and other school staff with how to communicate and work with parents as equal partners (ESEA 1116(e)(3)).
- Coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, when possible (ESEA 1116(e)(4)).
- Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents to the extent practicable, in a language the parents can understand (ESEA 1116(e)(5)).

- Provide other reasonable support for parental involvement activities as parents may request (ESEA 1116(e)(14)).
- Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement (Add citation)

This Parent and Family Engagement Policy will be reviewed and updated as needed to reflect the changing needs of parents, families, and the school community. While the policy does not require annual revision, parents and families of participating children will be consulted and involved in any decision to modify or update the policy. Opportunities for feedback and suggestions will be provided at least once per year, or more frequently as needed. Any proposed changes to the policy will be discussed with parents and families, and their input will be considered before final adoption (ESEA 1116(b)).

Parent and Family Engagement Policy

School Year 2026 - 2027

Hilo High School is committed to the goal of providing quality education for every child. To this end, we want to establish partnerships with parents and with the community. Everyone gains if Hilo High School and home work together to promote high achievement by our children. Neither home nor Hilo High School can do the job alone. Parents play an extremely important role as children's first teachers. Support for their children and for the school is critical to children's success at every step along the way. Hilo High School intends to include parents in all aspects of the Title I schoolwide program. The goal is a school-home partnership that will help all students to succeed.

SECTION I-POLICY INVOLVEMENT

Hilo High School will:

- A. Jointly develop/revise with parents the school Parent and Family Engagement Policy. This policy will be distributed to all parents and family members and made available to the local community in an understandable and uniform format, and to the extent practicable, in a language the parents and families can understand. The policy shall be updated periodically to meet the changing needs of parents and families and the school.

During the first School Community Council (SCC) meeting of the school year, parents and families are invited to review, provide feedback on, and help update the school's Parent and Family Engagement Policy. Once finalized, the policy will be posted on the school website, with translated versions available upon request.

- B. At a minimum, Title I schools must convene an annual meeting, at a convenient time, in which all parents shall be invited and encouraged to attend, to inform parents of their school's participation in Title I and their right to be involved.
 1. This meeting must include a description and explanation of the following:
 - i. The school's participation in Title I, Part A;
 - ii. Requirements of a Title I school (e.g. CNA, AcPlan, family engagement activities);

iii. The right of parents to be involved in their child's school.

Our annual Title 1 meeting will take place on campus during the first-quarter Open House at the start of the school year. Meeting details will be shared via email newsletter, the school website, social media, printed flyers, and printed mailers sent home.

- C. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

To better meet the needs of our families, the school will offer virtual meetings (when appropriate) in addition to in-person meetings.

- D. The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school Parent and Family Engagement Policy and the joint development of the AcPlan/Title I schoolwide program plan.

Hilo High School leverages its School Community Council (SCC) as an ongoing forum for parent input. Parents are encouraged to attend and participate in SCC meetings held throughout the year. The council reviews, discusses, and offers feedback on both the Academic Plan and the Parent and Family Engagement Policy. Additionally, the SCC hosts a community meeting for parents to share priorities and concerns regarding school-wide academic goals, ensuring community input is incorporated into the final academic plan. Feedback is also gathered from PTSA parent volunteers and from various family engagement events held throughout the year.

- E. Provide parents and families—

1. Timely information about programs, school curriculum, academic assessments, and achievement levels of the challenging State academic standards;

During the first quarter, an Open House event is held where parents are invited to learn about school programs, curriculum, assessments, and achievement levels. State assessment results are annually sent home to parents and families.

2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;

Teachers share information about the curriculum, academic assessments, and proficiency levels during the Open House held in Quarter 1 and throughout the school year via Academy Nights.

3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

School Community Council (SCC) meetings are held monthly and open to all parents and families. Additional communication and updates are shared via the school website, email, virtual classroom platforms, and surveys. Parents may also request additional meetings as needed.

- F. If the AcPlan/Title I schoolwide program plan is not satisfactory to the parents or families, parents/families may submit any parent comments on the plan before the school submits the plan to the Complex Area.

Parent feedback is an essential part of our planning process. Any parent comments expressing concern or dissatisfaction with the Academic Plan are included in the School Community Council Assurances document submitted to the Complex Area Superintendent for final approval.

SECTION II-Shared Responsibilities for High Student Academic Achievement

Shared responsibilities for high student academic achievement by jointly developing a school-parent compact with parents. In order to share the responsibilities for high student achievement, the school must have a school-parent compact that outlines how parents, the school staff, and students will share the responsibility for improved student academic achievement. The compact shall describe:

- G. The school's responsibility is to provide high-quality curriculum and instruction in a supportive and effective learning environment;
- H. The ways in which each parent will be responsible for supporting their child's learning through volunteering in their child's classroom and participating in decisions related to the education of their child and positive use of extra-curricular time;
- I. Address the importance of communication between teachers and parents on an on-going basis through:
 - a. Parent-Teacher conferences in elementary schools, where the compact shall be discussed;
 - b. Frequent reports to parents on their children's progress;
 - c. Reasonable access to staff, opportunities to volunteer, participate and/or observe in their child's class;
 - d. Ensure regular two-way, meaningful communication between family members and school staff, and to the extent possible in a language that family members can understand.

Hilo High School maintains a School-Parent Compact that outlines shared responsibilities for student success. Developed jointly with parents, this living document is updated and distributed annually via the school website at the start of the academic year. Teachers and administrators regularly reference the compact throughout the school year during meetings and events with families.

SECTION III-BUILDING CAPACITY FOR PARENTS AND STAFF

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school assisted under this part:

- J. Provide parents with assistance and information to help them understand:
 - 1. State academic standards;
 - 2. State and local academic assessments;
 - 3. Program requirements;

4. How to monitor their child's progress and collaborate with educators to improve achievement.

At the annual start-of-year Open House, Hilo High School provides families with information on academic standards, assessments, and program requirements, as well as guidance on monitoring student progress and collaborating with teachers. Throughout the school year, additional family engagement events offer practical academic strategies to help parents support their child's learning at home.

- K. Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement.

Hilo High School shall conduct literacy nights designed to strengthen family engagement and support home-based learning. During these sessions, instructional staff will model evidence-based reading and writing strategies that families can implement at home to foster student literacy development.

- L. Educate school staff (teachers, principals, support personnel) with parent involvement, focusing on:

1. The value of parent contributions;
2. Strategies to communicate and partner with parents as equals;
3. Implementation and coordination of parent programs;
4. Building strong ties between parents and the school.

Prior to the annual Open House, Hilo High School Administration shall conduct professional development during a scheduled staff meeting. This training will equip instructional staff with effective strategies for parent communication, family engagement, and collaborative partnership.

- M. Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement.

Hilo High School shall regularly promote various programs and resources across the school website and social media platforms. Additionally, information regarding the Hawaii Statewide Family Engagement Center shall be distributed to families during the annual Open House to support school-community partnerships.

- N. Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents/families in a format and, to the extent practicable, in a language the parents can understand.

Hilo High School shall provide written translations of official school communications, including flyers, letters, and notices distributed to families, to ensure meaningful access for non-English speaking and limited-English proficient households.

- O. Shall provide such other reasonable support for Title I parental involvement activities as parents may request.

Following parent meetings, parent surveys are given asking participants for feedback and allow parents to request additional support.

The following are optional activities for building capacity for Parent and Family Engagement:

- May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
- May train parents to enhance the involvement of other parents.
- May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.
- May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
- May adopt and implement evidence-based approaches to improving Parent and Family Engagement.
- May establish a parent advisory group to provide advice on all matters related to Parent and Family Engagement in programs supported under Title I.
- May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.

Parent involvement will be actively promoted through participation in the Parent Teacher Student Association (PTSA). To support collaborative governance and continuous improvement, monthly School Community Council (SCC) meetings will remain open to all families, supplemented by annual community forums. Stakeholder feedback gathered from these proceedings will be systematically evaluated to enhance schoolwide parent and family engagement initiatives.

SECTION IV-ACCESSIBILITY REQUIREMENTS

- P. In carrying out the Parent and Family engagement requirements, complex areas and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports in a format and, to the extent practicable, in a language such parents understand.

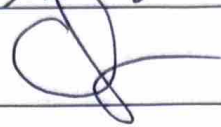
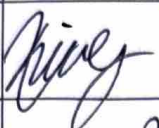
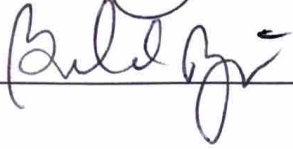
Hilo High School ensures that school meetings and events are held in accessible locations with appropriate accommodations provided. To support families with limited English proficiency, the school provides translations and communications in clear, understandable formats upon request.

SECTION V-POLICY REVIEW AND REVISION – Hilo High School Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program.

The Parent and Family Engagement Policy/Procedures were developed/revised by Hilo High School on 09/09/2026 and will be in effect for the period of school year **2026-2027**. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community.

Name and Signature of Parents/Family Members and Faculty/Staff Involved in the Parent & Family Engagement Policy Process:

Involvement must be meaningful, and should include opportunities for family members to provide input, review and help revise the policy as needed.

Name	Signature	Role (Parent, Faculty, Staff)
Noor Shehata		1st rep SCC
Nader Shehata		Parent
Kiana Ivey		2nd rep SCC
Kellie Friae		Faculty
Adrian Denello		Principal
Brandon Respus		Classified

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, color, national origin, ancestry, sex, gender identity, gender expression, sexual orientation, age, disability, and religion. Please direct inquiries regarding HIDOE non-discrimination policies as follows: Beth Schimmelfennig, Director, Rhonda Wong, Compliance, Aaron Oaandasan, Title VI, Nicole Isa-Iijima, Title IX, Krysti Sukita, ADA/504, Civil Rights Compliance Branch, Hawaii State Department of Education, PO Box 2360 Honolulu, Hawaii 96804, (808)586-0332 or via relay, info@crecok12.hi.us.

Notice of Language Assistance

If you have difficulty understanding English, you have the right to receive language assistance at no cost to you. Please contact your school's principal for more information.

(Traditional Chinese / 繁體中文) 如果您理解英語有困難，您有權得到免費的語言幫助。請聯繫您的學校校長以獲得更多信息。

(Simplified Chinese / 简体中文) 如果您理解英语有困难，您有权得到免费的语言帮助。请联系您的学校校长以获得更多信息。

(Japanese / 日本語) 英語の理解に困難を覚える方は、無料で言語支援を受ける権利があります。詳細につきましては学校長にお問合わせください。

(Hawaiian / 'Ōlelo Hawai'i) Ina pilikia oe i ka hoomaopopo i ka olelo Pelekania, he kuleana no kou e lawelaweia oe i ke kokua olelo me ka uku ole. E hui kuka me ke poo kumu o kou kula no kekahi ike hou aku.

(Korean / 한국어) 영어를 이해하는데 어려움이 있는 경우, 무료로 통역 지원을 받을 권리가 있습니다. 더 자세한 정보는 학교장에게 연락하십시오.

(Chuukese / Kapasen Chuuk) Ika epwe weires ngonuk omw weweiti fóós un Merika, mi wor omw pwúúng omw kopwe angei aninnisin aweween fóós esapw kame. Kose mochen kékkéeri ewe meinapen ewe sukkun (Principal) ren tichikin pworausan.

(Ilokano / Ilokano) Nu narigat mo a maawatan ti Ingles, karbengam nga umawat ti tulong ti lenggwahe ket awan bayad na dayta a serbisyo. Para ti kanayonan nga impormasyon, mabalin a kontakem ti prinsipal ti eskwelaan yo maipanggep iti dayta a serbisyo.

(Samoan / Gagana Samoa) Afai e faigatā ona ē malamalama i le Igilisi, e i ai lau aiā e maua ai le fesoasoani tau gagana e aunoa ma se tupe e te totogi ina. Fa'amolemole fa'afeso'ota'i le pule o lau aoga mo nisi fa'amatalaga.

(Tongan / Lea faka-Tonga) Kapau 'oku faingata'a ke mahino kiate koe 'a e lea faka-Papalangi, 'oku 'i ai ho'o totonu ke ke ma'u ha tokoni fakatonulea 'ikai totongi. Kataki 'o fetu'utaki ki he puleako ki ha toe fakaikiiki ange.

(Tagalog / Tagalog) Kung nahihirapan kang intindihin ang Ingles, karapatan mong makatanggap ng tulong para sa lenggwahe at libre ang serbisyong ito. Para sa karagdagang impormasyon, maari mong kontakin ang prinsipal ng iyong paaralan tungkol sa serbisyong ito.

(Cebuano / Sugboanon) Kon kamo adunay kalisud sa pagsabut sa Iningles, naa moy katungod sa pagdawat sa tabang sa pinulongan nga walay gasto kaninyo. Palihog kontaka ang prinsipal sa inyong eskwelahan alang sa dugang nga impormasyon.

(Vietnamese / Tiếng Việt) Nếu quý vị thấy khó khăn trong việc hiểu tiếng Anh, quý vị có quyền nhận được sự hỗ trợ ngôn ngữ miễn phí. Vui lòng liên hệ hiệu trưởng của trường quý vị để biết thêm thông tin.

(Spanish / Español) Si tiene dificultad para entender Inglés, tiene derecho a recibir asistencia lingüística sin costo alguno para usted. Comuníquese con el director de su escuela para obtener más información.

(Marshallese / Kajin Majôl) Elaŋiŋe ejabwe am melele kajin Pälle, ewör am jimwe ñan jibaŋi ko ikijien ukok ilo ejelok wönen. Jouj im köjjeläik lok principle eo an jikuul eo am ñan melele ko rellep lok.

(Thai / ไทย) หากคุณมีปัญหาในการเข้าใจภาษาอังกฤษ คุณมีสิทธิได้รับความช่วยเหลือด้านภาษาโดยไม่มีค่าใช้จ่าย โปรดติดต่อ ผู้อำนวยการโรงเรียนของคุณเพื่อขอข้อมูลเพิ่มเติม