

TITLE I PARENT AND FAMILY ENGAGEMENT POLICY

Tri-Community Elementary School
2023-2024

Purpose

The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. This policy, developed by Tri-Community Elementary School in collaboration with and agreed to by parents and family members, describes how parents and family members will be engaged at the school level.

Components

The school complies with federal law related to the engagement of parents and family members by detailing how the school will:

1. Involve parents and family members in the planning, review and improvement of the school's Parent and Family Engagement Policy:
 - **Parent meeting (May PTO Meeting)**
 - **Parent survey at the end of the year-results will be provided to parents**
2. Convene an annual meeting, at a convenient time:
 - To which all parents and family members of participating children shall be invited, and encouraged to attend;
 - To inform parents and family members of their school's participation as a Title I school; and
 - To explain the requirements and the rights of parents and family members to be involved.
 - **This will take place at Back to School Night**
3. Offer a flexible number of meetings in the morning and/or the evening
 - **Parents and family members are invited/encouraged to schedule a meeting at any time with the principals before, during, or after school.**
 - **Parents are invited to meeting in the spring to plan and review this policy. (May PTO Meeting)**
 - **Title I information will be available to parents who can't attend the meetings through global email messages, on the Tri-C School Webpage, in the Title 1 Parent Resource Room, in the Bulldog Bulletin from principals each month, and at Back to School Night (Annual Title 1 Presentation).**
4. Involve parents and family members, in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I program, including the planning, review, and improvement of the school's parent and family engagement program:
 - **Our PTO has regular monthly meetings that are an opportunity for parents to be involved in decisions being made, events being held, and other ways of participating.**
 - **We hold nights where parents can come and obtain their clearances for a district volunteer badge in order to be able to be involved in the school.**
5. Provide parents and family members of participating children with timely information about the Title I program (including translation in languages):
 - **Black Board Global Connects**
 - **Email**
 - **Phone call**
 - **Text message**
 - **Flyers**
 - **Tri-Community School and PTO Facebook Page**
 - **Tri-Community School Webpage**

6. Provide parents and family members of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the state academic standards:
 - **A description and explanation of the curriculum in use at the school, the academic assessments used to measure student progress, and the school's achievement levels of the state's academic standards are available on the school website in a Power Point Presentation.**
 - **Share curriculum and assessment information regularly.**
 - **Family Home Connections listed on the school webpage in multiple languages/preferred language in global emails.**
7. Provide, if requested by parents and family members, 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:
 - **Opportunities for 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 possible. This will include parent teacher conferences, academic support meetings (as needed), and regular home-school communication, surveys, and virtual or in-person suggestion box.**
8. Involve parents and family members in the joint development of the Schoolwide Program Plan in accordance with federal law. [Note: applies only to Title I schools operating a Schoolwide Program]:
 - **The compact will be reviewed at Title I Parent meeting at the May PTO Meeting and then distributed in the fall of the school year.**
9. Create a school-parent and family compact developed jointly with parents and family members outlining how parents and family members, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents and family members will build and develop partnerships to help children achieve the state's academic standards. The compact shall:
 - Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children in Title I programs to meet the state academic standards, and the ways in which each parent and family member will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time and
 - Address the importance of communication between teachers and parents and family members on an ongoing basis through, at a minimum:
 - Teacher conferences with parents and family members in elementary schools, at least annually, during **which the compact shall be discussed as the compact relates to the individual child's achievement.**
 - **Frequent reports to parents and family members on their children's progress including data letters at Parent/Teacher Conferences**
 - **Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and**
 - **Ensuring regular two-way, meaningful communication between parents and family members and school staff, in a language that parents and family members can understand.**
 - **Global communications will be translated into family's preferred language, google translation, or the use of a translator.**
10. Provide assistance to parents and family members in understanding the state academic standards, state and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children:

- **We will provide materials and training to help parents, family members, and foster parents understand and work with their childhood students to improve their children's achievement (resource room/family involvement nights), Power Point Presentation, and where to find needed resources.**
11. Provide materials and training to help parents and family members to work with their children to improve their children's achievement, such as literacy training and using technology including education about the harms of copyright piracy, as appropriate, to foster parent and family involvement:
 - **Parent resource room/family involvement nights**
 - **This will be accomplished through family nights that provide strategies for students to complete/practice at home. Title I funds may be used to pay reasonable and necessary expenses associated with parent/family engagement activities.**
 12. Educate teachers, specialized instructional support personnel, and other staff, with the assistance of parents and family members, in the value and utility of contributions of parents and family members, and in how to reach out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school:
 - **Resource book purchased through Title I funding**
 - **Professional development at Faculty Meeting in February with feedback/input from parents before the Professional Development on content.**
 - **Connecting the learning with action to improve partnerships**
 13. To the extent feasible and appropriate, coordinate, and integrate parent and family member involvement programs and activities with other federal, state, and local programs including public preschool programs, and conduct other activities that encourage and support parents and family members in more fully participating in the education of their children:
 - **This will be accomplished through the district's planned Kindergarten and 5th grade transition activities.**
 - **Preschool liaison- "Ready for School" information and resources**
 14. Ensure that information related to school and parent and family member programs, meetings, and other activities is sent to the parents and family members of participating children in a format and in a language the parents and family members can understand:
 - **The Title I Program will utilize interpreting services to meet this requirement.**
 - **Global translation in preferred language, google translation, or the use of a translator.**
 15. 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):
 - **Family Event nights**
 - **Family Learning Nights**
 - **Parent Resource Room**
 - **Workshops and Power Points**
 16. Ensure distribution of the policy to all parents and family members with a child participating in a Title I program by the following means:
 - **Title I families will receive information about all of the Title I parent and family engagement events and all Title I communication through paper copies, email, and the school webpage.**
 - **Parent's Right to Know will be mailed to parents along with assignment letters.**

Delegation of Responsibility

The Superintendent or designee shall ensure that the Title I Parent and Family Engagement Policy, plan and programs comply with the requirements of federal law.

The building principal and/or Title I staff shall notify parents and family members of the existence of Title I programs and provide:

1. An explanation of the program.
2. A set of goals and objectives to be addressed.
3. A description of the services to be provided.
4. A copy of this policy and the School-Parent and Family Compact.

Each school with a Title I program shall provide communications, information and school reports to parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children, in a language and format they can understand.