

Title I, Part A School Parent and Family Engagement Policy

Panama Elementary School, with parents and family members, has jointly developed, mutually agreed upon, and distributed to, parents and family members of participating children in Title I, Part A programs the following requirements as outlined in ESSA sections 1116(b) and (c).

I. Describe how parents and family members of participating children in Title I, Part A programs are involved in jointly developing, distributing to, a written school parent and family engagement policy, agreed upon by such parents for carrying out the requirements in ESSA Section 1116(c) through (f) (ESSA Section 1116[b][1]):

Panama school encourages our community to give input through a variety of means. We ask parents to complete an online survey in both English and Spanish as well as have students complete a survey prior to our end of the year Title 1 review and planning meeting. Parents are encouraged to give input at other open forums, including School Site Council meetings, English Learner Advisory Committee (ELAC) meetings, and the Title 1 Informational meeting. We also collect parent feedback surveys at our other Parent and Family Engagement activities throughout the year. We use this input to make adjustments while planning future events and to inform our decisions regarding our plan for the coming year. The Parent and Family Engagement Policy is included in our Parent/Student Handbook, which is sent home by the classroom teacher in their Back-to-School packets as well as to any new enrollees (English and Spanish).

The policy is available on the District Website:

https://www.pbvUSD.k12.ca.us/apps/pages/index.jsp?uREC_ID=1760535&type=d&pREC_ID=1942328

II. Describe how parents and family members of participating children in Title I, Part A programs, may amend a parent and family engagement school policy that applies to all parents and family members, if necessary, to meet the requirements (ESSA Section 1116[b][2]):

Parents and family members of participating children in Title I, Part A programs are provided multiple opportunities to provide input in developing the upcoming school year's Parent and Family Engagement Policy. These are some of the ways parents or family members may provide suggestions or comments, which allows for an amendment to a parent and family engagement policy if necessary, to meet requirements:

- Annual Title I Meeting- current year Parent and Family Engagement Policy is discussed
- Panorama: Title I Family- School Relationship Survey
- School Site Council Meetings
- Title I Parent and Family Engagement Activities (Remote and In-Person)
- English Learner Advisory Committee
- Title I Annual Review Meeting
- Annual Parent/Teacher conferences
- Informal suggestions through email, ParentSquare, and collaborative opportunities with school administration
- Informal discussions with various staff members

III. Describe how the Local Educational Agency (LEA) involved has a school district-level parent and family engagement policy that applies to all parents and family members in all schools served by the LEA, and how the LEA may amend that policy, if necessary to meet the requirements (ESSA Section 1116[b][3]):

The Panama-Buena Vista Union School District (PBVUSD) Parent and Family Engagement Policy (PFEP) is reviewed annually with the District Advisory Committee (DAC) and Title I Subcommittee (TIPS), which is made up of parents and guardians as well as site and district administrators. The District English Learner Advisory Committee (DELAC) is also provided an opportunity to review the PFEP. Based on the feedback, the policy is updated periodically to meet the parents' and schools' changing needs. Parent and family members with suggested amendments to the policy are welcomed throughout the school year as well as at the annual review meeting. Comments and suggestions on the

PBVUSD Parent and Family Engagement Policy can be directed to the Title I Program Specialist. The PBVUSD shall amend the Parent and Family Engagement policy if necessary to meet all governmental requirements.

IV. Describe how parents and family members of children participating in Title I, Part A programs can, if they find that the plan under ESSA Section 1112 is not satisfactory to the parents and family members, and the LEA shall submit the parent comments with the plan when the LEA submits the plan to the State (ESSA Section 1116[b][4]):

Parents and Family members have multiple opportunities throughout the school year to provide the district with input during the development of the LCAP. To do this, the LEA provides parents and family members with surveys, meetings, and committees in which these are discussed. The input of the educational partners is what helps with the development of the LCAP priorities. If parents are not satisfied with the draft LCAP, then they have the opportunity to submit comments during the LCAP development process, and the district responds to any written comments. Also, parents and family members may submit a public comment via email to theboard@pbvUSD.k12.ca.us no later than 12:00 p.m. on the day of the Board of Trustees meeting.

V. Describe how the school served by Title I, Part A funds holds 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 of their school's participation under Title I, Part A and to explain the requirements and the rights of the parents to be involved (ESSA Section 1116[c][1]):

Panama School holds an annual Title 1 parent Informational meeting at the beginning of each year. Parent input from past surveys is considered when deciding on a convenient time to hold the informational meeting. Parents are informed about the meeting through various methods (ParentSquare, written notices, phone calls, emails), and students are given rewards if their parents attend the meeting. We provide a Spanish interpreter and pertinent documents in both Spanish and English. We review the purpose and functioning of our Title 1 program and review the systematic method by which all students' needs are assessed and addressed throughout the year.

VI. Describe the steps that the school takes to offer a flexible number of meetings, such as meetings in the morning, afternoon, evening or other ways and may provide, with funds provided under Title I, Part A, for transportation, child care, or home visits, as such services relate to parental involvement (ESSA Section 1116[c][2]):

Panama School holds other Title 1 meetings throughout the year to build the capacity of our educational community. These meetings are smaller, covering varied subjects that would be of interest to parents and meet the requirements and criteria for a schoolwide Title 1 program. We hold these meetings virtually or in-person as able, at a variety of times throughout the day and in the evening. Childcare for children 3+ will be provided free of charge if it would be beneficial to help in the parents' participation in the meeting. We notify parents through our online communication system and a hardcopy (English/Spanish) is posted in the office with at least a week's notice of the date of the meeting.

Panama Elementary provides access to materials and training to help parents work with their children in order to improve their children's achievement and foster parental involvement by holding parent engagement opportunities to learn about our school's programs, their children's learning opportunities while at school, and ways to support their children's progress at home.

Panama Elementary educates teachers, specialized instructional support personnel, principals, other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by doing the following: training in research-based instructional strategies, professional development on the latest technology supports used across our district, encourage the regular use of Parent Square and SWPBIS methods agreed upon by the school community, supportive inclusive strategies to use during parent-teacher conferences as well as during Student Success Team meetings.

Panama Elementary encourages and supports parents by providing various resources, activities, and strategies to improve their ability to participate in their children's education by supplying at home tech platforms that are also used in the classroom, communication with parents in the form of Parent Square announcements and newsletters, homework directly tied to the in-class curriculum and parent engagement opportunities that support the learning needs of our student population.

Panama Elementary ensures that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand through the use of Parent Square, online Google and Canvas classroom platforms, hardcopy handouts and posted bulletins.

VII. Describe how parents and family members of participating children are involved, and in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of schoolwide program plan under ESSA Section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children (ESSA Section 1116[c][3]):

Panama School encourages an open communication system with the school community in all situations. We take suggestions and difficult situations to our school leadership team on a monthly basis to problem solve. To build our Title I program, several groups (leadership, Site Council, ELAC, the parent club, informal meetings with staff and parents, and surveys) are consulted to determine our students' greatest needs. We also conduct surveys after each formal parent engagement opportunity to gather data regarding the impact of the activity and any suggestions for further improvement. All formal committee meetings also provide a time for questions, answers, and comments, which are documented and followed up on with the appropriate department.

VIII. Describe how the school is providing parents and family members of participating children of Title I, Part A programs: timely information about programs under Title I, Part A; a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and 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 practicably possible (ESSA sections 1116[c][4][A-C]):

Panama teachers utilize the district-adopted curriculum to teach the common core state standards. A variety of hands-on materials, as well as computer-based programs, are used to supplement the curriculum. Formative and summative assessments are used regularly to allow teachers to monitor student growth and share the results with parents. STAR Reading and Math assessments are given based on the district's assessment calendar along with chapter/unit tests from Benchmark and GoMath, district interim assessments, SBAC IAB assessments, and daily/weekly formative assessments in the classroom. The end-of-year state assessment results are shared with each committee as they become available and during any formal review of our program, while other assessment results are shared with parents throughout the year via written reports, emails, or ParentSquare. We constantly strive to help our students achieve the state standards and have made growth on the state test every year it has been given over the last 13 years. Panama School also notifies parents of our ongoing intervention programs, policies, and results at our annual review and in committees when making decisions on upcoming changes to the program. Parents are encouraged to contact the school with any questions or concerns they have regarding their child's progress by contacting their child's teacher or the school office.

Panama Elementary provides other reasonable supports for parental involvement activities by holding parent-teacher conferences in the first quarter that parents sign up to attend, providing optional remote or in-person attendance to

meetings as possible, providing online access to their student's progress reports and assignments as grade-level appropriate.

Panama Elementary will, to the extent practicable, inform parents and family members of opportunities to participate in parent and family engagement activities by sending out a calendar invite on ParentSquare, sending home the hardcopy Parent Monthly Bulletin and posting upcoming meeting agendas in the office.

IX. Describe how the schoolwide program plan, ESSA Section 1114(b), is not satisfactory to the parents of participating children in Title I, Part A programs, submitting any parent comments on the plan when the school makes the plan available to the LEA (ESSA Section 1116[c][5]):

At this time, there have been no unsatisfactory comments made by parents or family members of participating children in Title I, Part A programs regarding the schoolwide program plan. However, should the parents or family members find the schoolwide program plan unsatisfactory, then the school site will take the following measures:

- the School Site Council (SSC) will review the comments submitted regarding the unsatisfactory areas located in the schoolwide program plan
- the School Site Council may make adjustments or corrections if the SSC determines that there is a need to amend a particular area of the schoolwide plan
- the School Site Council will approve any revisions to the schoolwide plan
- the revised schoolwide plan will be presented to the LEA board for approval

Panama Elementary School's Title I, Part A School Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs on April 26, 2022. The School will distribute the policy to all parents and family members of participating Title I, Part A students annually on or before September 30, 2022.

Signature Page

Brian Malavar

Name and Title of Authorized Official

Signature of Authorized Official

April 26, 2022

Date