

# School Parent and Family Engagement Policy

## Line Creek Elementary 2023-2024

### General Provisions

All check boxes marked in this plan indicate an assurance on the part of the LEA and schools.

### SCHOOL PARENT AND FAMILY ENGAGEMENT (need one for each Title I served school)

All check boxes marked in this policy indicate an assurance on the part of the school.

Type of Title I.A program:

- Schoolwide
- Targeted

- This school parent and family engagement policy is developed jointly with, distributed to, and agreed on with parents of participating children. (Required) *Section 1116 (b)(1)*

Describe how the school seeks and obtains the agreement of parents to the parent and family engagement policy:

Line Creek holds an all-school meeting to inform parents and families of our school's participation in the Title I program. Information presented includes an explanation of the Title 1 requirements, parents' right to be involved and provide input, an overview of our Response to Intervention program, and upcoming school community events. Meetings are also held during the school year that include at least one parent to review, discuss, and make recommendations to the parent and family engagement policy. In addition, all parents/guardians are given the opportunity to review and sign the School-Parent Compact. Parents/guardians are provided an opportunity to participate in completing the Annual Parent School Wide Title 1 Survey. All information is also made available on Line Creek's website.

- Parents are notified of the policy in an understandable and uniform format. (Required) *Section 1116 (b)(1)*
- To the extent practicable, the school parent and family engagement policy is provided in a language the parents can understand. (Required) *Section 1116 (b)(1)*

School Parent and Family Engagement Policy:

#### POLICY INVOLVEMENT

- At the beginning of the school year, the school convenes an annual meeting, at a convenient time, to which all parents of participating children are invited and encouraged to attend. (Required) *Section 1116 (c)(1)*
- The agenda reflects that the purpose of the meeting is
  - To inform parents of their school's participation in the Title I.A program (Required)
  - To explain the requirements of Title I.A (Required)
  - To explain the right of parents to be involved. (Required) *Section 1116 (c)(1)*
- The school offers a flexible number of meetings. *Section 1116 (c)(2)*
- Using Title I.A funds, to promote parental involvement the school provides (check all that apply) :
  - Transportation

- Child care
- Home visits
- Funds will not be utilized for these purposes

*Section 1116 (c)(2)*

**POLICY INVOLVEMENT (continued)**

The school involves parents in an organized, ongoing, and timely way:

- In the planning, review, and improvement of the Title I.A program and/or Schoolwide program plan in the school. (Required)

*Section 1116 (c)(3)*

Describe how parents are involved in the planning, review, and improvement of the Title I.A program and/or Schoolwide program plan in the school:

Parents are invited to and attend meetings throughout the academic school year where they are involved in the planning, review, and the improvement of the Title 1 program plan. All parents were given a survey to give their thoughts and feedback regarding the program plan. The Evaluation Meeting of Title I programming is held at the end of the year, and again feedback from parent(s) for recommendations to the parent and family engagement policy is collected. Additionally, the policy plan is included on our school website.

- In the planning, review, and improvement of the school parent and family engagement policy. (Required)

*Section 1116 (c)(3)*

Describe how parents are involved in the planning, review, and improvement of the school parent and family engagement policy:

Parents give input through the annual survey and through attendance at the Title 1 annual evaluation meeting and the parent engagement meeting. Parents are provided opportunities to formulate suggestions and participate in decisions relating to the education of their child during parent conferences, student showcases, and literacy events as well.

The school provides parents of participating children:

- Timely information about the Title I.A programs. (Required)

*Section 1116 (c)(4)(A)*

Describe plans to provide information about the Title I.A programs:

Information about Title I programs are provided at the annual meeting, parent orientation sessions, family engagement meeting, parent teacher conferences, and other school community events. Information is also on Line Creek’s website.

- A description and explanation of the curriculum in use at the school, the forms of academic assessments that are used to measure progress, and the achievement levels of the MAP assessment. (Required)

*Section 1116 (c)(4)(B)*

Describe methods and plans to provide a description and explanation of the curriculum, academic assessments, and MAP achievement levels:

The fall parent-teacher conferences were offered to all families. At those conferences district-wide assessment results were shared with parents and explanations were provided about what the assessment measures, areas of strength, and areas of growth for the student were. Quarterly grade cards are sent home with students as well as assessment performance letters to parents after the completion of each NWEA assessment window throughout the year. Curriculum is available on the

school district website and information is conveyed to parents via newsletters from classroom teachers, newsletters from the administration, through student report cards, and parent-teacher conferences. Reading success plans are also updated and sent home quarterly for Tier 2 and Tier 3 reading students.

☐ Opportunities, as appropriate, to participate in decisions relating to the education of their children. (Required)  
*Section 1116 (c)(4)(C)*

☐ Responses to their suggestions as soon as possible. (Required)  
*Section 1116 (c)(4)(C)*

**School Parent and Family Engagement Policy:**

**SHARED RESPONSIBILITY FOR HIGH STUDENT ACHIEVEMENT**

**School-Parent Compact (Need one for each Title I Served Building)**

The School-Parent Compact outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.  
*Section 1116 (d)*

☐ The school jointly develops with parents of Title I.A served children the school-parent compact. (Required)

The school-parent compact:

☐ Describe the ways in which all parents will be responsible for supporting their children's learning. (Required)  
*Section 1116 (d)(1)*

- Spend time with children on school work:
- Set aside a quiet time for children to finish school work and read with some supervision
- Limit the amount of time children watch television and play video games
- Be sure children are at school on time each day
- Care for the physical needs of their children
  - Gets eight (8) or more hours of sleep
  - Eats healthy foods
  - Plays or exercises outdoors
  - Is in good physical health
- Communicate with their child's teacher by:
  - Attending conferences
  - Checking and signing planbook or take home folder
  - Signing and returning permissions forms, progress reports, report cards, teacher notes

☐ Describes the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment. (Required)  
*Section 1116 (d)(1)*

Our school is accredited through DESE via an Annual Performance Report. The data exhibited within the APR document provides evidence of a high-quality curriculum supported by research based instructional strategies. Within Park Hill, at the elementary level, instructional coaches and curriculum writers collaborate to develop a curriculum that is high-quality and aligned to the Missouri Learning Standards. At Line Creek, teachers and teams are expected to follow this curriculum and collaborate to meet the needs of their students. Teachers are evaluated regularly to ensure they are following the district curriculum using the NEE teacher evaluation system, walk-throughs, and collaborative professional development sessions.

☐ Addresses the importance of communication between teachers and parents on an ongoing basis through, at a minimum:

☐ Conducting parent-teacher conferences at least annually, during which the compact shall be discussed (required for elementary schools) (Required)

☐ Issuing frequent reports to parents on their children's progress (Required)

- ☐ Providing reasonable access to staff, opportunities to volunteer, and observation of classroom activities (Required)
- ☐ Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable in a language that family members can understand (Required) *Section 1116 (d)(2)(A) (B),(C),(D)*

**School Parent and Family Engagement Policy:**

**BUILDING CAPACITY FOR INVOLVEMENT**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, the school:

- ☐ Provides assistance to parents, as appropriate, in understanding (Required)
  - ☐ the Missouri Learning Standards,
  - ☐ the Missouri Assessment Program,
  - ☐ local assessments,
  - ☐ how to monitor a child’s progress, and
  - ☐ how to work with educators to improve the achievement of their children.

*Section 1116 (e)(1)*

Describe plans to provide assistance:

Parents receive quarterly grade cards and progress reports mid-way through each quarter. Parents also receive reading success plans quarterly if their student is a Tier 2 or Tier 3 reader. Parents can communicate with their child’s teacher as often as needed and information is provided in weekly classroom newsletters about the curriculum, what students are learning in the classroom, and how parents can support learning at home. Information is available online about the curriculum and state standards.

- ☐ Provides materials and training to help parents work with their children to improve achievement. (Required)

*Section 1116 (e)(2)*

Describe plans to provide materials and training:

Materials are provided throughout the year to help parents support their children’s learning. This is done through parent orientation at the beginning of the year, classroom newsletters and Parent/Teacher Conferences. If parents need additional resources and materials, classroom teachers, interventionists, ELD, SPED will provide the materials as requested. At our yearly family engagement night, families will be given reading, math and CRE resources along with books to be used at home.

- ☐ Educates teachers, specialized instructional support personnel, principals, and 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. (Required)

*Section 1116 (e)(3)*

Describe plans to educate school personnel regarding working with parents:

It is an expectation that classroom teachers and staff communicate with parents and provide support as needed. This can be done through a variety of ways, and teachers work to understand the best way to communicate with each family (phone call, email, face to face, etc). All classroom teachers send home a weekly communication via a classroom newsletter. Teachers are encouraged to make two positive parent contacts each quarter. Parents are invited to participate in parent-teacher conferences, as well as attend Family Nights and other events. Professional development is provided to staff regarding parent communication and engagement.

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, the school:

- To the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (Required) *Section 1116 (e)(4)*

Describe plans to coordinate and integrate:

Information is made available to parents about the school and other community resources through meet the teacher night, parent orientation, and sending home resource checklists with all students and specific students throughout the year. Our school social worker works with individual families to ensure support and resources are in place and to connect families with other resources they may need. The district provides regular communication with families on how to support their children. We hold a yearly family engagement night. Families are given reading, math, SEL, ELL, and CRE resources along with books to be used at home. Teachers are available to provide additional information and support for extending learning at home.

- 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. (Required) *Section 1116 (e)(5)*
- Provides reasonable support for parental involvement activities under this section as parents may request. (Required) *Section 1116 (e)(14)*

**Optional additional assurances:**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, the school: (optional; check if applicable)

- Involves parents in the development of training for teachers, principals, and other educators to improve the effectiveness of parent involvement training. *Section 1116 (e)(6)*
- Provides necessary literacy training from Title I funds if the local educational agency has exhausted all other reasonably available sources of funding for literacy training. *Section 1116 (e)(7)*
- Pays reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions. *Section 1116 (e)(8)*
- Trains parents to enhance the involvement of other parents. *Section 1116 (e)(9)*
- Arranges school meetings at a variety of times, or conducts in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend conferences at school, in order to maximize parental involvement and participation. Adopts and implements model approaches to improving parental involvement. *Section 1116 (e)(10)*
- May adopt and implement model approaches to improving parental involvement. *Section 1116 (e)(11)*
- Establishes a districtwide parent advisory council to provide advice on all matters related to parental involvement in Title I programs. *Section 1116 (e)(12)*
- May develop appropriate roles for community-based organizations and businesses in parent involvement activities.

**School Parent and Family Engagement Policy:**

**ACCESSIBILITY**

In carrying out the parent and family engagement requirements of the Title I program, the school, to the extent practicable,

- ☐ Provides opportunities for the informed participation of parents and family members, including:
  - ☐ Parents and family members who have limited English proficiency. (Required)
  - ☐ Parents and family members with disabilities. (Required)
  - ☐ Parents and family members of migratory children. (Required)

*Section 1116 (f)*

- ☐ Provides information and school reports in a format and, to the extent practicable, in a language parents understand. (Required)

*Section 1116 (f)*