School Parent & Family Engagement Policy for Title I Requirements

PART I. GENERAL EXPECTATIONS

Maple West Elementary School agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parent and family engagement policies meet the requirements of section 1118 of the ESEA and each included, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.

- Schools will notify parents/families of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents/families and the school.

- In carrying out the Title I, Part A, parent and family engagement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents/families with limited English proficiency, parents/families with disabilities, and parents/families of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.

- The school will build its own and the parents/families capacity for strong parent and family engagement in order to ensure effective involvement of parents/families and to support a partnership among the school, parents/families, and the community to improve student academic achievement.

- The school will provide other reasonable support for parent and family engagement activities under section 1118 of the ESEA as parents/families may request.

- The school will adhere to the following definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

Parent and family engagement is defined as building relationships through activities such as helping parents and caregivers develop their own skills, offering educational activities for families and students together, bringing family members into leadership positions, and connecting families with schools and resources in the community. Activities used by the school help to ensure that*:*

(A) parents play an integral role in assisting their child's learning;

(B) parents are encouraged to be actively involved in their child's education at school;

(C) parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;

(D) other activities are carried out such as those described in section 1118 of the ESEA.

School Parent & Family Engagement Policy for Title I Requirements

PART II. DESCRIPTION OF HOW THE SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

.

1. Maple West Elementary School will take the following actions to engage parents and families in the process of school review and improvement under section 1116 of the ESEA:

- Shared Decision Making summaries are available.
- The annual school improvement plan is posted on the district and school website.
- A representative from the Shared Decision Making committee provides a verbal report at each Parent Teacher Association meeting.
- Meeting minutes are posted following each meeting.

2. Maple West Elementary School will hold an annual meeting to inform parents/families of the school's participation in Title I, Part A programs and to explain the requirements and the right of parents/families to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents/families and offer a flexible number of additional parent and family engagement meetings such as in the morning or evening so that as many parents as possible are able to attend. The school will invite all parents/families of children participating in Title I, Part A programs to this meeting and will encourage them to attend.

3. Maple West Elementary School will provide parents/families of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

- Holding an annual Title I Parent/Family Information Night
- Sending letters to inform parents/families about Academic Intervention Services (AIS) Response to Intervention (RTI) and other reading interventions
- Discussing general opportunities for reading interventions, Academic Intervention Services (AIS) or Response to Intervention (RTI) at parent/family events
- Speaking with parents/families of individual students at parent/family conferences

4. Maple West Elementary School will, at the request of parents/families, provide opportunities for regular meetings for parents/families to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

- Discussing suggestions during either of the parent – teacher conference
- Allowing parents/families to schedule a conference as needs arise

5. Maple West Elementary School will provide each parent/family a student report about the performance of their child on the New York State Assessment in at least math, language arts and reading by:

- Sending each family an Individual Student Report for English Language Arts and Math as soon as available from the New York State Education Department
- Reviewing Individual Student Reports for English and Math at the Parent Teacher conference

6. Maple West Elementary School will send a letter home to parents/families when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who has not met applicable state certification and licensure requirements including any requirements for certification obtained through alternative routes to certification in accordance with ESSA section 111.

7. Maple West Elementary School will provide assistance to parents/families of children served by the school, as appropriate, in understanding the topics listed below:

- The New York State academic content standards
- The New York State student academic achievement standards
- The New York State and local academic assessments including alternate assessments
- The requirements of Part A, at Title I annual meeting
- How to monitor their child's progress
- How to work with educators and
- Provide assistance to parents/families by any of the following:

    - Open House/Parent Information night
    - Parent-Teacher Association Meetings
    - School newsletters
    - Online curriculum

8. Maple West Elementary School will provide materials and training to help parents/families work with their children to improve their children's academic achievement such as literacy training and using technology, as appropriate, to foster parent/family engagement, by:

- Orienting parent/family volunteers to the building and its procedures
- Providing resources that contain reading strategies
- Sending book bags home to encourage parents/families to read with their children
- Sending home reading strategies materials
- Introducing parents/families and children to software
- Demonstrating specific software for parents/families

.

9. Maple West Elementary School will to the extent feasible and appropriate coordinate and integrate parent and family engagement programs and activities. The school will also conduct other activities such as parent/family resource centers that encourage and support parents in more fully participating in the education of their children by:

- Establishing a Parent Resource Center in library.
- Utilizing parent/family volunteers during the school day.
- Annually supporting Parents as Reading Partners (PARP).

- Following the School Improvement Plan which is written by the Shared Decision Making committee.

10. Maple West Elementary School will take the following actions to ensure that information related to the school and parent/family-programs, meetings and other activities is sent to parents/families of participating children in an understandable and uniform format including alternative formats upon request and to the extent practicable, in a language the parents/families understand:

- Providing access to Williamsville Information Tracking System (WITS)
- Distributing Report Cards to parents/families
- Distributing Individual Student Reports to parents/families
- Sending home Reading Literacy information

PART III. ADOPTION

This School Parent and Family Engagement Policy has been developed jointly with and agreed on with parents of children participating in Title I, Part A programs as evidenced by parent participation in Title I meetings.

The Title I District Parent and Family Engagement policy was adopted by the Williamsville Central School District Board of Education, March 10, 2020. The Individual School Parent and Family Engagement Policy (Contract) will be distributed to all parents/families of participating Title I, Part A children each school year.

_____ _____

(Signature of Authorized Official) *(Date)*