

POLICY

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2415.71 (Public School No. 21) TITLE I -
SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and,



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to the extent practicable, in a language parents understand.

- e. If the school district plan for Title I, Part A funds are not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) "Parent and family engagement" means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child's learning;
 - (b) That parents are encouraged to be actively involved in their child's education at school;



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- (c) That 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; and
 - (d) The carrying out of other activities, such as those described in section 1116 of the ESEA.
- h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.
- B. School Parent and Family Engagement Policy Required Components
- 1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:
(List actions)
 - a. School Messenger System
 - b. Written Communication & Posting on School Website
 - c. Parent Portal, Class Dojo, Google Classroom and Monthly School Calendar Poster in Main Hallway
 - 2. The school will convene an annual meeting, at a convenient time, to which all parents 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 of this part and the right of the parents to be involved:



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(Describe when and where the annual meeting will be held.)

The Annual Parent Meeting will be held in the Fall Back-to-School Night. There will be two sessions held: Session I 6:00 -6:30PM, Session II 7:00-7:30PM. Parents will be notified of this meeting through the school monthly calendar, posting on the school website, SchoolMessengerCommunication, and written communication sent home with students.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Monthly parent meetings will be held at various times throughout the school day/evening to accommodate parent availability. The school conducts flexible meetings at different times: Morning Meetings 8:20am Afternoon Meeting 3:10pm and Evening Meetings 6:00pm.

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Due to parent's limited understanding of the curriculum, assessment and student needs, meetings will be established to assist parents in the development of content knowledge to support their children at home learning.



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- b. Engage parents and guardians through workshops, training. And empowerment activities that are relevant to the student success, achievement and enhance their role as advocates for their children.
5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)



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- (a) Invitations to attend I&RS meetings where strategies that support students' academic, behavioral and emotional needs
 - (b) District provided parent workshops.
 - (b) Four information sessions will be held during Report Card Nights and Back-to-School Night including a session facilitated by the Parent Liaison, Administrators, and district supervisors.
 - (c) Meeting agenda and minutes will be submitted and reviewed by the school Leadership Team. Concerns will be addressed. Upon quarterly ASP cycle reviews, parent comments/concerns will be addressed.
6. The school will provide parents of participating children, 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.
- a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
(List activities)
 - (1) Session 1: Parent Liaison Information session



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- (2) Session 2: Supporting students with Math foundational skills at all grade levels.
 - (3) Session 3: Presentations on Dangers of Alcohol, Drugs and Vaping.
 - (4) Session 4: Presentations on Bullying - for the understanding of the definition of bullying, reporting and timeline for investigation
- b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, 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 to implement and coordinate parent programs and build ties between parents and schools, by:
- (List activities)*
- (1) Participation of parents and guardians in a two-way meaningful communication involving student academic learning and other activities.
 - (2) Assisting parents to ensure they are integral in assisting and advocating in their child's learning.
 - (3) Partnerships formed to focus on student education, as appropriate and in decision making and serving on advisory committees to assist in the education of their child.



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- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

(List activities)

- (1) Pre School teachers will work in conjunction with District Department of Early Childhood and Special Education department to develop and support student learning goals.
- (2) Decrease chronic absenteeism in Pre Kdg. and Kindergarten through continuous and ongoing communication with parents about the importance of their children attending school daily.

- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

(List actions)

- (1) All communications with parents are designed to address various languages spoken, including but not limited to, English and Spanish.



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- (2) Inform parents and family members of an English learner participating in a language instruction educational program of their child's participation within 30 days after the beginning of the school year or within 30 days of the child's identification for participation.
7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:
(List activities)
 - a. Pre School parents are able to communicate with the teachers at both arrival and dismissal
 - b. Class Dojo will be utilized, and parents preferred form of communication (phone, email, text) will be utilized
 - c. Information will be posted in the Parent Portal and on the Google classroom
8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school



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district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play.)

- a. Parents are invited to participate in all I&RS, 504 and Child Study Team Meetings.
 - b. Communication regarding attendance at these meetings will occur through written communication and via telephone communication and Parent Portal where applicable.
 - c. Agendas, sign-in goals and objectives will be kept on file in the guidance and Child Study team offices.
9. The school will take the following actions to involve parents in the process of school review and improvement:
- (List activities)*
- a. Parent Coordinator will work collaboratively with the principal to determine the content for parent meetings ensuring that we are meeting the parent needs
 - b. Inclusion of the Parent Coordinator in all parent meetings occurring at the school.



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- c. Creating a partnership with parents via inclusion of them in all school activities.
 10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
(List action)
 - a. At the first annual Back-to-School meeting the goals included in the ASP will be reviewed and shared with the parents.
 - b. Parent feedback was reviewed through the use of parent survey distributed by Parent Coordinator and results analyzed by the Leadership team.
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:
(List actions)
 - a. Ensure results from the academic assessments required are provided to parents, family members and teachers as soon as practicably possible after the test is taken.
 - b. Results are provided to parents in an understandable and uniform format and provided in



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a language that parents and family members can understand.

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or



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other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.

- f. Adopt and implement model approaches to improve parent and family engagement.
- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.
- i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:
(List actions)
 - (1) Through collaborative partnerships with community agencies, parents will be informed of programs and opportunities to benefit students.
 - (2) Creating a partnership between the school and local police and fire department officials assigned to Public School 21 community participate in Public School 21 Leadership Team

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of



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children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:
(List actions)

- a. Parents are informed in writing of their child's progress on the Access assessment and whether or not there is a need for them to continue in the Bilingual Magnet Program
- b. Bilingual Magnet Teachers offer continuous and ongoing communication with parents to ensure their understanding of their child's progress.
- c. For students whose access scores require their exit from the Bilingual Magnet Program into General Education, parents are advised of the continuation of ESL services to serve as a support

F. Adoption

1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.



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Elementary and Secondary Education Act, Title I, Section
1116(a)(2)

Adopted: 18 October 2023

