

**Harrisburg School District  
Camp Curtin Academy  
2023-2024 Title I Family Engagement Policy**

The Title I Parent and Family Engagement section of Every Student Succeeds Act (ESSA), Section 1116(b) requires each Title I school to develop a written parent and family engagement policy that describes the means for carrying out the requirements of Section 1116. The school must ensure that information related to school and parent programs, meetings and other activities are sent to the parents of Title I children in a format and in a language the parents can understand.

**Required Components**

**1. Convene an annual meeting at a convenient time, to which all Title I parents shall be invited and encouraged to attend, to inform parents of their school's Title I program and to explain the requirements of Title I and the right of parents to be involved.**

- Parents have the opportunity to be involved in the planning process information in the following ways:
  - Parent Handbooks
  - Our Parent Forms
  - Family Discussion Groups
  - Back to School Night
  - Parent – Teacher – Conferences, and upon request
  - Parents are offered a suggestion and comment website to provide suggestions for the school

**2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement.**

- Parents will have many opportunities to meet including:
  - Back to School Night and Title I Annual Overview Meeting
  - Meet and Greet
  - Latino Heritage Celebration
  - Parent and Teacher Conferences November

**3. Involve parents, 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 parent and family engagement policy and the joint development of the schoolwide program plan, if applicable, expect that is a school that has a process in place in process for involving parents in the joint planning and design of the school's programs, the school may use the process, if such process included an adequate representation of Title I.**

- Parents will have an opportunity to participate and give feedback in several ways:
  - Google Form Open Back to School Night and Title I Annual Overview Meeting

- QR Code
- School Website
- Parent – Teacher Conferences will be held in November and February providing the parents evening and morning appointments.

**4. Provide Title I families with timely information about Title I programs.**

- Parents will receive information through these following ways:
  - Parents will have the opportunity to review the policy during Back to School Night
  - Family Discussion Group
  - Website Posting
  - Class Dojo
  - Mailings
  - Flyers sent home with Students
  - Postings in the Front Office and on the Front doors and windows
  - How CCA's is Evolving in December 2023
  - Parents are always invited to review the policy and provide suggestions at any time.

**5. Provide Title I families with 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.**

- Parents will receive information through these following ways:
  - Parents will be notified by via mail
  - HBGSD Blackboard Communication App
  - Remind ME APP
  - Distributions of flyers
  - Robocalls

**6. If requested by parents, the school will provide families with 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 suggestions as soon as practicably possible.**

- Parents will be afforded several opportunities to request or make suggestions including:
  - Parents notified about curriculum through the district's website
  - School Website
  - Teacher Conferences
  - Back to School Night
  - Parent/Student Handbook
  - PSSA Benchmark Testing,
  - Star Testing (Reading and Math),
  - Aspire Curriculum
  - Edgenuity for asynchronous instruction
  - CDT
  - Progress Report
  - Report Cards

**7. If the schoolwide plan is not satisfactory to Title I parents, provide families with opportunities to submit any parent comments on the plan when the school makes the plan available to the LEA.**

- Parents will be afforded several opportunities to make suggestions in many ways:
  - [CCASUGGESTIONS@HBGSD.US](mailto:CCASUGGESTIONS@HBGSD.US)
  - Parent/Student Surveys
  - Scheduled Meetings
  - Parent Conferences, etc.

**8. Shall educate teachers, specialized instructional support personnel, and other staff, with the assistance 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.**

- CCA Staff will several training opportunities including:
  - Positive Behavioral Interventions Supports (PBIS)
  - Professional Development Learning Sessions throughout the year
  - SPAC Skits Training on how to communicate
  - Parents will have the opportunity to review the policy each year during Back to School Nights
  - Family Discussion Group
  - How CCA is Evolving in December 2023
  - Parent Forum in January 2023.
  - Parents are always invited to review the policy at any time.

**9. Describe how the school aids parents in understanding the state's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children.**

- Parents will have opportunities to engage in many ways:
  - Back to School Night and Title I Annual Overview Meeting
  - Parent – Teachers – Conferences
  - Meeting with Teacher
  - Please see Title I SPSC (located in Title I Binder)

**10. State that a school-parent compact was jointly developed with families and the compact outlines how parents, the entire school staff and students will share in the responsibility for improved student achievement.**

- CCA will offer parents in several ways;
  - PSSA Seminar
  - Back to School Night
  - Parent Conferences
  - 5<sup>th</sup> Grade Orientations
  - Summer Bridge Program

**11. Describe how the school provides materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent involvement.**

- Parents will be provided informational materials and trainings in these ways:
  - Family Advisor Committee,
  - Parent and family discussion group
  - Parent and Family Literacy Nights
  - Home Access Center
  - Various planned events throughout the school year

**12. State how the school will, to the extent feasible and appropriate, coordinate, and integrate parent involvement 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.**

- Parents will be provided various opportunities to connect with scholars through school transitioning program:
  - Professional Development targeted areas
  - SPAC Skits
  - 5<sup>th</sup> Grade and 8<sup>th</sup> Grade Transition Orientation
  - Salvation Army Programs
  - Homeless
  - Cultural and Diversity
  - Criminal Delinquency/ Restorative Justices

**13. State how the school will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents and family members of participating children in a format and to the extent practicable, in a language the parents and family members can understand.**

- CCA will provide and offer parents with translated services in the following ways:
  - Bilingual Office Assistant
  - Google Translation App
  - Language App
  - Parent and Family Discussions Group
  - Parent are Teachers Too
  - Translated documents in English and Spanish with additional languages upon request

**14. States how the school, to the extent practicable, will provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, disabilities and of migratory children.**

- CCA will provide parents with the follow services:
  - All documents are translated to the home language
  - Translators are available through Language Line
  - Translators are available at all events upon request

- Parents and Family Diversity Seminar is conducted annual

**Date last revised:**

**Date last reviewed:**