



# ADDISON NORTHWEST SCHOOL DISTRICT POLICY

<b>SECTION</b>	<b>School - Community Relations</b>	<b>CODE</b>	<b>E1 Required<sup>1</sup></b>
<b>TITLE</b>	<b>Title 1, Part A PARENT AND FAMILY ENGAGEMENT</b>		

It is the policy of the Addison Northwest School District (LEA) to plan and implement effective needs-based Title I programs, activities, policies and procedures with meaningful consultation and involvement of participating Title I parents and family members that comply with all parent and family engagement requirements, specifically those required by federal statute. As such the LEA is responsible for ensuring compliance with development and implementation of the following three documents:

1. **LEA PARENT AND FAMILY ENGAGEMENT POLICY:** As a Title I Part A served LEA we will outline and describe the ways in which we will be responsible for and address the Parent and Family Requirements listed and will develop jointly with, agree on with, and distribute to, parents and family members of participating children a written parent and family engagement policy that meets all requirements described below.
2. **SCHOOL-LEVEL PARENT AND FAMILY ENGAGEMENT PROCEDURE:** Each of our school(s) served by Title I Part A will outline and describe the ways in which the school will be responsible for and address the Parent and Family Requirements listed. Each school will jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement procedure, agreed on by such parents, that will describe the means for carrying out the requirements described below.
  - 2.a. **SCHOOL-PARENT COMPACT:** Each of our school(s) served by Title I Part A, as part of their Parent and Family Engagement Procedure, will develop jointly with, agree on with, and distribute to, parents and family members of participating children a School-Parent compact to outline 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 academic standards.

### **Definition:**

**Local Education Agency:** for purposes of this policy, a supervisory union or supervisory district is the local education agency (LEA).

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<sup>1</sup> This policy is mandatory for LEAs and schools that receive Title I, Part A funds. 20 U.S.C. § 6318(a)(2).

**Parent:** Includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child’s welfare).<sup>2</sup>

**Parent and Family Engagement (PFE):** The inclusion of parents, families, schools, and communities in order to support learning and improve schools. Opportunities for the informed participation of parents and family members, including those who have limited English proficiency, those who have disabilities, and those of migratory children.

### **Implementation**

The Addison Northwest School District will ensure the successful development and implementation of the written LEA Parent and Family Engagement Policy, School Parent and Family Engagement Procedure(s), and School-Parent Compact(s) and will address all requirements in specific detail with review and revision on a periodic and timely basis.

#### **1. LEA Parent & Family Engagement Policy<sup>34</sup>**

Addison Northwest School District

[School Year: XXXX-XXXX] [Date of last revision: XXXX]

In order to provide all children with significant opportunity to receive a fair, equitable, and high-quality education, and to close educational gaps, the Addison Northwest School District receives Title I, Part A funds. Therefore, the Addison Northwest School District will develop, with the parents and family members of participating students, a written parent and family engagement policy. This policy will outline the Local Education Agencies (LEA) expectations and objectives for meaningful parent and family engagement and the ways in which the LEA will implement and support opportunities for parent and family involvement in order to improve student academic achievement.

#### ***Part I: General Requirements and Expectations***

1. In order to support increased parent and family engagement to improve student academic achievement, the Addison Northwest School District has the following objectives:
  - Provide easily accessible, up-to-date information on an ongoing basis
  - Provide a mechanism for feedback throughout the year

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<sup>2</sup> 20 USC § 7801(38) definition of term “parent.”

<sup>3</sup> 20 U.S.C. § 6318

Special Rule: If the school has a parent and family engagement policy that applies to all parents and family members, the school may amend that policy, if necessary, to meet the requirements.

<sup>4</sup> 20 U.S.C. § 6318

Amendment: If the 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, the LEA may amend that policy, if necessary, to meet the requirements.

- Provide annual, in-person engagement opportunities for direct feedback
2. The Addison Northwest School District agrees to take the following actions to involve parents and family members in the joint development of its Local Educational Agency Plan:
    - Informational slides posted on LEA and school websites with electronic feedback forms
    - Annual informational meetings at each school.
  3. The Addison Northwest School District agrees to take the following actions to involve parents and family members in the joint development of Support and Improvement:
    - District and school Continuous Improvement Plans will be available for review and feedback through the school and district website
    - School-wide Plans and support plans will be shared on school websites
    - Continuous Improvement Plans will be presented to, reviewed by, and approved through board meetings.
  4. The Addison Northwest School District agrees to take the following actions to provide coordination, technical assistance, and other support necessary in order to build capacity for parent and family engagement activities to improve student achievement and school performance:
    - The District and school will continue to provide and support community engagement activities to increase the regular participation of families and community members in school and district-based events.
    - District-wide initiatives like One District, One Book will be hosted to promote literacy and community engagement
  5. The Addison Northwest School District will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this Parent & Family Title I, Part A Parent & Family Engagement Policy in improving the academic quality of all its Title I schools. The evaluation will include identifying the following:
    - Barriers to greater family participation in Title I 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 needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers
    - Strategies to support successful school and family interactions

The Addison Northwest School District agrees to take the following actions to conduct this annual evaluation:

- Annual Title meetings in the spring will provide direct information and opportunities for feedback on Title planning and engagement strategies.

- Annual board review of the policy will include evaluation of each of the attributes listed above.
6. The Addison Northwest School District agrees to take the following actions to use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise the LEA Parent & Family Engagement Policy, if necessary:
    - Feedback will be compiled and reviewed by the policy committee
    - Relevant feedback will be incorporated into strategies
    - Communication and distribution of updated policy will occur through a variety of channel
  7. The Addison Northwest School District agrees to take the following actions to involve parents in the activities of the schools:
    - Ongoing opportunities for parent involvement in activities at each of the schools including but not limited to:
      - Community meetings, evening events, literacy initiatives, annual meetings, clear communication through newsletters and website

***Part II: Building Capacity for Involvement***

To ensure effective involvement of parents and support a partnership among the schools, parents, and the community in order to improve student achievement, the Addison Northwest School District will use the following strategies:

8. The Addison Northwest School District will provide assistance to parents of children served by the LEA in understanding the following topics:
  - The challenging State academic standards
  - State and local academic assessments
  - Title I, Part A requirements
  - How to monitor their child’s progress
  - How to work with educators to improve their children’s achievement

The Addison Northwest School District agrees to take the followings actions in order provide this assistance:

  - Bi-annual family conferences, annual review of education quality standards at public board meetings, hosting informational meetings related to literacy and other relevant educational topics
9. The Addison Northwest School District agrees to provide materials and training, as appropriate, to help parents work with their children to improve their children’s achievement:
  - Literacy activities
  - Mental health support workshops

- Online resources
- 10.** The Addison Northwest School District agrees to take the following actions to educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the following areas:
- The value of contributions of parents
  - How to reach out to, communicate with, and work with parents as equal partners
  - How to implement and coordinate parent programs
  - How to build ties between parents and school
- PD opportunities in these areas will be shared with staff as they become available
  - LEA will promote family engagement as a crucial part of the educational process
- 11.** The Addison Northwest School District will, to the extent feasible and appropriate, coordinate and integrate Title I parent involvement programs and activities with other Federal, State, and local programs and conduct other activities that encourage and support parents in more fully participating in the education of their children. The Addison Northwest School District agrees to take the following actions to coordinate and integrate parent involvement programs:
- Transition events and activities will be a regular part of our practice with strong transition plans from preK to K, elementary to middle, middle to high, and high to post secondary/career.
- 12.** The Addison Northwest School District agrees to take the following actions to ensure that information related to the 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:
- Utilize enhanced website for communication and embedded translation of events, information
  - Translation of forms, report cards, and other communications for students/families that have a need
- 13.** The Addison Northwest School District agrees to take the following actions to provide other reasonable support for parent involvement activities, as parents may request:
- In- person meetings with translation services

*Additional Building Capacity Options*

NOTE: The LEA, in consultation with parents and family members, may include additional programs and activities designed to build capacity for parent and family involvement in Title I schools in order to improve student achievement. Any or all of these activities may be included in the LEA's policy at the discretion of the LEA, in agreement with the parents and family members of participating children. If the LEA chooses to include any additional discretionary

activities, a description of how the LEA will implement or accomplish those items will be included.

**PART III. Policy Adoption**

This LEA's Parent & Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs. The policy will be reviewed each spring in parent and family engagement meetings as well as posted on the district website. This policy was adopted by the Addison Northwest School District on April 15, 2024 and will be in effect for the period of 2024 - 2025. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before September 6, 2024.

<i>VSBA Version:</i>	<i>9/24/2021</i>
<i>Date Warned:</i>	<i>4/12/2024</i>
<i>Date Adopted:</i>	<i>April 15, 2024</i>
<i>Legal Reference:</i>	<i>20 USC § 7801(38)</i> <i>20 U.S.C. § 6318</i> <i>16 V.S.A § 43</i>
<i>Cross Reference:</i>	