



Poplar Grove Elementary School Parent and Family Engagement Policy 2024-2025

In support of strengthening student academic achievement, Poplar Grove Elementary receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The Poplar Grove Elementary School agrees to implement the following requirements as outlined by Section 1116:

- Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school improvement plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the school improvement plan under Section 1114(b) of the ESSA is not satisfactory to the families of participating children, submit any family comments on the plan when the school makes the plan available to the local educational agency.

- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:
 - Parent and Family Engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) families play an integral role in assisting their child’s learning;
 - (B) families are encouraged to be actively involved in their child’s education at school;
 - (C) families 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) other activities are carried out, such as those described in Section 1116 of the ESSA.

The Franklin Special School District will take the following actions to involve parents and family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESEA:

JOINTLY DEVELOPED

Poplar Grove Elementary will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

- Parents are active participants in developing and monitoring our parent involvement plan. Parent representatives will serve on the district’s Parent and Family Engagement Committee and the Poplar Grove Elementary Advisory Council.
- Poplar Grove Elementary’s family engagement committee, Advisory Council, and PTO work together to build the school’s and parents’ capacity for stronger parental involvement. This Policy is shared at all schools and it will be consistently implemented at the District’s Title I schools.
- The Advisory Council meets quarterly to assess, through consultation with parents, the effectiveness of the Family and Community Engagement Program and determine what action needs to be taken, if any, to increase parental and community participation. In order to accomplish this, each advisory council shall be composed of representatives from parents of students at Poplar Grove Elementary.

ANNUAL TITLE I MEETING

Poplar Grove Elementary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the families' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

- An annual Title I meeting will be held each year by September 15. This meeting will inform families of the requirements of Title I and the school's participation as well as the families' rights to be involved.
- Poplar Grove Elementary will also use the school website and automated communication system to disseminate information and distribute copies of the revised Title I parent and family engagement policy.

COMMUNICATIONS

Poplar Grove Elementary School will take the following actions to provide families of participating children the following:

- Timely information about the Title I programs
- 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 parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand:

- Title I meetings and events will be held throughout the year. These meetings and events will focus on ways to engage our school community.
- Poplar Grove Elementary will also use the school website and automated communication system to disseminate information about events, programs, and meetings related to family engagement.
- Franklin Special School District will work closely with community and local businesses to help meet the needs of FSSD families. The district will make a concerted effort to grow these partnerships, by providing a template for their participation.
- The District is responsible for designing and conducting an effective annual evaluation process whereby parents can share their ideas about the content and effectiveness of this policy in improving the academic quality of schools receiving Title I funds, and the plans designed to implement it.

- The District will provide an opportunity for parents and families to give feedback and suggestions on the annual District Improvement Plan and each individual school will solicit feedback from parents and families in developing their School Improvement Plans.
- The findings produced by the annual evaluation are utilized by the FSSD Parent and Family Engagement Committee in designing strategies for parental involvement and are used in the revision of this policy, if necessary.

SCHOOL-PARENT COMPACT

Poplar Grove Elementary will take the following actions to jointly develop with families of participating children a school-parent compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership to help children achieve the state's high standards.

The families, students, and staff at Poplar Grove Elementary School will develop a School-Parent Compact together. Each group will contribute ideas about how to best support students at school and at home, as well as the methods used for ongoing communication. Families are welcome to share comments and suggestions at any time.

RESERVATION OF FUNDS

If applicable, Poplar Grove Elementary will take the following actions to involve the families of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

- Although Franklin Special School District is not typically required to set aside 1% of Title I, Part A funds reserved for Parent and Family Engagement, the district chooses to set aside a set amount each year for this purpose.
- The individual schools provide an annual meeting by September 15 to describe the school's participation in the Title I, Part A program. During this meeting, funds available for family engagement will be reviewed and ideas will be shared and solicited for use of the funds.

COORDINATION OF SERVICES

Poplar Grove Elementary will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support families in more fully participating in the education of their children by:

- Franklin Special School District will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families such as public preschool programs, state-funded preschool programs, Morning and After Care programs, and service programs such as United Way's Raise Your Hand of Williamson County, The Gentry's Foundation, The Nook, and more.
- Parent Involvement activities will coordinate with ELL (English Language Learner) and Special Education programs in Franklin Special School District.
- School social workers provide local resources to schools to share with parents and families to support the wellbeing of children in our schools and community.

BUILDING CAPACITY OF SCHOOL STAFF

Poplar Grove Elementary will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of families, in the value and utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate parent programs, and build ties between families and the school by:

- Parent partnerships
- Family Nights
- PTO Events
- Positive Behavior Intervention System (PBIS)
- Weekly classroom newsletters
- Monthly school newsletters
- Updated and well-maintained website
- Social media to engage and inform
- Use high-quality district adopted curriculum

Poplar Grove Elementary will provide other reasonable support for parent and family engagement activities under Section 1116 as families may request by:

- Information regarding content standards, assessments, and student achievement will be sent home by the individual schools. Links to all information will be given to parents and will be posted on the district website.
- Assistance with understanding curriculum standards and academic requirements will be provided to parents at all individual schools during parent orientation, open houses, and family nights. The family nights will focus on literacy, math, coding, STEM, and science.
- Franklin Special School District will provide school-parent compact templates for each school that provide understanding on topics such as the State's academic content standards, TCAP and local academic assessments, requirements of ESSA, parental and students' rights under IDEA, how to monitor a child's progress and work with educators to improve student achievement.
- The schools will encourage all parents to attend parent-teacher conferences to discuss a child's achievement progress.
- The FSSD schools will educate school staff in working with parents. Some examples of this training will include the following: (1) how to reach out to, communicate with, and work with parents as equal partners; (2) implement and coordinate parent programs; (3) build ties and foster collaboration between parents and the school; (4) and provide an opportunity annually for staff to take a conversational Spanish class.
- School related information on programs, meetings, events, workshops, and other activities will be sent to parents in a format and extent practicable and in a language the parents can understand. Blackboard Connect and social media will be used to provide verbal communication to all families. Blackboard Connect will be sent in English and Spanish.
- Parents will be encouraged to be involved in the activities at their child's school. Monthly newsletters (and calendars for elementary schools) will be sent home with each student to provide updates and details of upcoming activities (e.g.,

Family Nights, concerts, theater productions, sporting events, PTO gatherings and meetings, fundraising activities, and other parent events) throughout the school system.

- Franklin Special School District will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory and homeless students. The schools provide information and school reports in a format and language that parents understand. We also have access to interpretation services for communicating with parents and families in languages that are less commonly-spoken in our community.
- The school system will promote parent involvement and community participation in programs for students receiving ELL services, students experiencing homelessness, migrant students, and students receiving special education and related services.

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