

**Penn Hills Elementary School**  
**Title I School Parent/Family Engagement Policy**  
**2024-2025 SY**

**What is Title I?**

Title I is a Federal program under the Elementary and Secondary Education Act (ESEA) as reauthorized by the No Child Left Behind Act of 2001 (NCLB). Title I is the funding source from ESEA. It provides money to states and school districts to meet the needs of educationally at-risk students. Title I funds must be used in schools with the highest concentration of students from low income families. Title I reaches about 15 million students in public and private schools throughout the United States.

**Requirements for a Title I School:**

Each district that receives Title I, Part A funds must develop a written family involvement policy that establishes the district's expectations for family involvement. The district policy must be developed jointly with, and agreed upon with, the parents/families of children participating in Title I, Part A programs and distributed to families of all children participating in Title I, Part A programs. Penn Hills Parent Involvement Policy #917 and the Penn Hills Title I Parental Involvement Policy #918 can be found on the Penn Hills School District website at <https://go.boarddocs.com/pa/phsd/Board.nsf/Public>.

**Penn Hills Elementary School Title I Policy:**

Penn Hills Elementary, a School-Wide Title I school, recognizes that parent/family involvement contributes to the achievement of academic standards by students participating in Title I programs. We view the education of students as a cooperative effort among the school, parents/families and community.

Parents/families and community members are welcome and encouraged to participate in various activities and engagement options. We believe that active family and community involvement is essential to ensure student academic success. One of our main focuses is for families to understand the Pennsylvania Core Standards and how their students are assessed on these.

In compliance with federal law, the school and parents/families of students participating in Title I programs shall jointly develop and agree upon a written parental involvement policy. The policy ensures the following:

I. Families are encouraged to be involved in the planning, review, and improvement of the school's Parent Involvement Policy by providing input at the annual Title I meeting, PTO meetings, and/or parent-teacher conferences. Families are also encouraged to be a part of our School-Wide Title I Core Committee, which meets monthly.

II. An annual meeting will be held in the fall and/or spring of each year to inform parents/families of students participating in the Title I program about the school's participation in the Title I program and to explain the requirements of the program and their right to be involved. Parents/Families will be provided with information regarding the services offered by Title I. Particular attention shall be given to reaching those parents/families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background.

III. In order to maximize parent/family involvement and participation in their child's education, we offer multiple ways for families to engage with the teachers and other school personnel. The communication means include daily emails and phone calls, as well as the use of electronic platforms. CLEVER and Canvas platforms allow teachers to communicate daily learning goals and materials. We also provide our students in Grades 2-5 with daily agenda planners. All students receive red take-home folders which help to organize homework and other items that need transported to and from school. Our Skyward Student Management System provides an avenue for families to view grades and attendance. We also use Microsoft TEAMS to engage families virtually as needed. We offer opportunities for parent conferences to be offered at various times during the day, using in-person or virtual formats.

IV. Title I funds may be used to pay reasonable and necessary expenses associated with family involvement activities, such as transportation and childcare or home visit expenses to enable families to participate in school-related meetings and partnership sessions.

V. Families are encouraged to be involved in the planning, review, and improvement of the school's Title I program by providing input at the annual Title I meeting and/or monthly PTO meetings. Families are also encouraged to reach out directly to building administration.

VI. Penn Hills Elementary School staff will involve families in the joint development of the School-Wide Program Plan under Section 1118 per ESEA (Section 1118 (c) (3)) through discussions and planning at the Annual Title I meeting, PTO

meetings, and parent teacher conferences. Parents/guardians are also invited to serve as a family representative on our School-Wide Title I Core Committee.

VII. Families of participating children will be provided with timely information about the Title I program through the school newsletter, school website and/or informational letters sent to families via our Skyward Student Management System and the classroom teachers' Canvas platforms. All families are encouraged to download our Penn Hills School District app for ease of access to important information.

VIII. Penn Hills Elementary School staff will provide families of participating children 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 proficiency levels students are expected to meet at the annual Title I meeting and during our fall Open House events.

IX. Supporting a partnership between school, families, and the community to improve student academic achievement, Penn Hills Elementary will provide assistance to parents/families of children served by Title I in understanding these topics at Title I meetings and our annual Open House events:

- Pennsylvania's Core Standards
- Penn Hills Curriculum Map and Resources
- State and Local Academic Assessments
- Proficiency Levels
- Student Progress Monitoring
- PBIS Program and Restorative Practices
- Home Strategies for Success

X. Parents/families will be asked for suggestions and recommendations for continued school program effectiveness and/or improvement. Annual surveys will be used for this purpose. Also, they will be asked to participate in discussions relating to the education of their child. Penn Hills Elementary School will respond to all suggestions and recommendations as soon as practicably possible.

XI. Penn Hills Elementary school staff and families will jointly develop and review annually a home-school compact. We believe the school staff, families, and students share in the responsibilities for improved student achievement.

XII. Penn Hills Elementary will provide materials and training to help families to work with their children to improve their children's achievement. The following list of activities and events is a sampling of family involvement opportunities at Penn Hills Elementary School.

Monthly PTO Meetings

Kindergarten Transition Events

Grade Level Open House Nights

Family/Community Events (BTS Ice Cream Social)

Title I Compact

Title I Parent Conferences (local & state level)

Peace Week (October)

Parent-Teacher Conferences

Veterans Day Celebration (November)

Title I Reading Festival (March)

Title I Math Festival (May)

Book Fairs

Individual Technology Support Sessions

School Spirit Days

The following resources are also provided to support communication between stakeholders:

PHE Family Handbook

CLEVER, Canvas and Microsoft TEAMS platforms (daily communication)

Skyward Email Blasts

School Newsletters

Daily Agenda Planners and Take-Home Folders

## PHSD Social Media

### Online Curriculum Resources for Home Use

Additional information regarding these opportunities can be found on our school website, <http://www.phsd.k12.pa.us>.

This Title 1 Parent Involvement Policy for Penn Hills Elementary School is approved and adopted for the school year 2024-2025. This policy is available on the Penn Hills School District website to all parents of participating Title 1, Part A.