



**Baxter Parent and Family Engagement Policy
ESSA Section 1116**

2024-2025

Baxter Elementary shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of ESSA Section 1116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. Section 1116 (b)(1) & (e)(5)

- A review of the PFE policy is reviewed by campus administrative staff each August before the beginning of the new school year.
- The policy is distributed to parents within the “Welcome Back” Packet for students & parents at “Meet the Teacher” Night. It is reviewed again at grade level “Parent Nights” in September and copies are made available at that time as well.
- Documents available in Spanish upon request are “Campus Improvement Plan,” “District Improvement Plan,” “campus letters home,” “Title 1 Information,” and any other documents needed for parental need.

2. Baxter Elementary shall 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 this part and to explain the requirements of this part, and the right of the parents to be involved; Section 1116 (c)(1)

- The Annual Title 1 meeting occurs at the beginning of the year
- A 2nd annual meeting is held at the first PTO meeting of the 2nd semester and

is the first item on the agenda.

- Parents are notified via email, Remind, PTO announcements, and PTO Meeting Agendas.
- The principal and Title 1 Interventionist is responsible for leading the meeting and references a campus prepared slide deck as needed.

3. Baxter Elementary shall offer a flexible number of meetings, such as meetings during the day or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement; Section 1116 (c)(2)

- All meetings are scheduled, but follow up meetings or individual meetings are scheduled upon parent request to fit within the parents' schedule.
- Transportation is available through coordination with the MISD Transportation Department.
- Home visits are available upon parental request.

4. Baxter Elementary shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) (Campus Improvement Plan), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children; Section 1116 (c)(3)

- The development and review of the CIP & PFE Policies are done with a diverse committee of staff and parents.

5. Baxter Elementary shall provide parents of participating children—

(A) timely information about programs under this part;

(B) 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; and

(C) 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 practicably possible; Section 1116 (c)(4)

- PFE is communicated through annual meetings and written correspondence.
- Activities include “Meet the Teacher,” “Grade Level Parent Nights,” “Quarterly PTO Meetings,” “Literacy Night,” “Math Night,” & “Science Night”.

6. If the schoolwide program plan (Campus Improvement Plan, CIP) under section 1114(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. Section 1116 (c)(5)

- CIP is explained through SBEC Meetings & written correspondence.
- There have been no parent comments to include in reference to 2023/2024 CIP.

7. To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, Baxter Elementary shall: Section 1116 (e)

(i) provide assistance to parents of children served by the school, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children; Section 1116 (e)(1)

- District & Campus websites.
- State criteria is on state assessment scores for easy understanding.
- Campus administration, classroom teachers, and ESL teacher available for explanation of academic standards and expectations.

(ii) provide materials and training to help parents to work with their children to improve their children’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental

involvement; Section 1116 (e)(2)

- Parent information nights
- Continuous Parent/Teacher Conference opportunities.

(iii) educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, 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, implement and coordinate parent programs, and build ties between parents and the school; Section 1116 (e)(3)

- Campus intentionality in creating a diverse library for students to find appropriate books that they can connect with.
- Parent Nights

(iv) to the extent feasible and appropriate, coordinate and integrate parent involvement 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 parents in more fully participating in the education of their children; Section 1116 (e)(4)

- The district and campus will provide opportunities as needed for parents who seek additional resources or learning.

(v) provide such other reasonable support for parental involvement activities as parents may request. Section 1116 (e)(14)

- The Midlothian School District is a 1:1 district where all elementary students are issued an iPad.