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**"In the words of the child: 'I hear and I forget, I see and I remember, I do
and I understand.'"
-Dr. Maria Montessori**

School, Parent, and Family Engagement Policy

Family Engagement is defined as:

- *the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring...*
 - *that families play an integral role in assisting their child's learning;*
 - *that families are encouraged to be actively involved in their child's education at school;*
 - *that 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;*
 - *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART I. GENERAL EXPECTATIONS

Peabody Montessori Magnet Elementary agrees to implement the following statutory requirements:

- Create and implement a School-Parent Compact consistent with Section 1118(d) of ESEA.
- Share this policy with families in an understandable and uniform format, regardless of native language.
- Share this policy with the local community.
- Allow this policy to be updated periodically to meet the changing needs of families and the school.
- Provide opportunities for families to participate in student learning regardless of challenges and obstacles.
- Communicate reports in uniform and alternative formats upon request, including native language translations.
- Submit any parent comments/concerns to the School Board when submitting this policy for review.
- Reserve 1% of the school's allocated Title I funds for Family Engagement.
- Ensure parents have a say in how the Family Engagement funds are spent.
- Create a partnership between the school and the parents, school, and community to ensure student academic achievement.
- Honor requests from parents who wish to be involved in Family Engagement activities

PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL, PARENT, AND FAMILY ENGAGEMENT POLICY

1. Peabody Montessori Magnet Elementary will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
 - a. Five scheduled meetings with the SWP team
 - b. School Family Survey(s)
 - c. Discussion Forums
 - d. Building Strategic Partnerships
2. Peabody Montessori Magnet Elementary will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - a. Foster a welcoming and responsive environment for all families
 - b. Promote family and community engagement participation in school-level decisions
 - c. Increase access to information to assist caregivers in navigating the school so their children can obtain the resources required to help them achieve their maximum academic potential

- d. Respond to caregiver concerns and/or complaints to ensure children's educational needs are met
 - e. Provide caregivers opportunities to acquire the necessary information, knowledge, and skills to build capacity for leadership and advocacy to support their children's education at home and school
 - f. Set high expectations for excellent customer (caregiver/family) service.
 - g. Provide parents and caregivers with a school-parent compact consistent with section 1116.
 - h. Providing newsletters, flyers, website announcements, social media posts, or other advertisements letting parents know about opportunities to learn about topics outlined in Section 1116.
3. Peabody Montessori Magnet Elementary will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible can attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:
 - a. Timely information about the meeting
 - b. Sending out notifications of this meeting through social media, Remind101, Class Dojo, website, and Monthly New Letter
 - c. Having an inviting and collaborative atmosphere when parents attend
 - d. Convene various school meetings at different times to provide multiple opportunities for parents to attend
 - e. Recording any virtual meetings and providing an email of these recordings to the requested parents
 - f. Providing parents with materials, resources, or copies of the presentations used during the meetings. (PowerPoints or Google Slides of meeting agendas and notes)
4. Peabody Montessori Magnet Elementary will provide parents of participating children information promptly about Title I, Part A programs that include a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:
 - a. Parent-Teacher conferences
 - b. Frequent reports to parents on their child's progress
 - c. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities
 - d. Ensuring regular two-way meaningful communication between family members and school staff.
5. Peabody Montessori Magnet Elementary, will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:
 - a. Ensuring all parents have the opportunity to provide input and ways to gather parent feedback
 - b. Holding smaller parent and community meetings, and gatherings, such as PTO Zoom meetings to discuss school-level decisions
 - c. Bridging the parental involvement gap in the school by strategically reaching out to underrepresented families to obtain feedback and suggestions
6. Peabody Montessori Magnet Elementary will provide each parent with an individual student report about the performance of their child on the State assessment in at least math, language arts, and reading by:
 - a. Providing parents with the documentation in their child's weekly folder
 - b. Information posted on the school's website as a resource for parents on how to obtain their child's report
 - c. Create a social media post that their child's report will be going home in their child's folder on a specific date

- d. Share information with all parents about the school curriculum, assessments, and the proficiency levels students are expected to meet
7. Peabody Montessori Magnet Elementary will take the following actions to provide each parent with timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not certified in the area in which he/she teaches by:
 - a. Notifying the parent by providing a written letter of their child's teacher's credentials.
 - b. Providing parents with a website where teacher certifications can be viewed
 - c. Creating a link on the school's website that can direct parents to view teachers' credentials.
8. Peabody Montessori Magnet Elementary will assist parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph –
 - the state's academic content standards,
 - the state's student academic achievement standards,
 - the state and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child's progress, and
 - how to work with educators:

(List activities, such as workshops, conferences, and classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)

- a. Providing up-to-date written information on community resources (e.g. adult schools that offer GED coursework, community health organizations, recreational options, resale shops, social service organizations, etc.) regularly to parents (e.g. once a week, once a month, etc.).
 - b. Maintaining a Community Resource Handbook that identifies where services such as housing, health services, legal assistance, domestic violence services, etc. can be found;
 - c. Assisting families in getting and using a library card;
 - d. Providing families with a list of free/low-cost recreational options in the community in which they reside;
 - e. Encouraging staff to build relationships with workers in community programs to enhance the effectiveness of referrals;
 - f. Providing handouts, training materials, and resources distributed to parents
 - g. Providing flyers, invitations, announcements, and other notices letting parents know about the available resources to help them assist their children academically
9. Peabody Montessori Magnet Elementary will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:
 - a. Providing families with information and/or training on creating a home learning environment connected to formal learning opportunities;
 - b. Equipping families with resources and skills to support their children through the transition to school and offering opportunities for families and children to visit the school in advance of the prekindergarten school year;
 - c. Offer parent workshops on an as-needed basis
 - d. Encourage parents to use online resources such as Clever, Khan Academy, and Renaissance.
 - e. Identify barriers and the needs of parents and family members that keep them from participating in their child's education
 - f. Identify strategies to support successful school and family interactions.
10. Peabody Montessori Magnet Elementary will, with the assistance of its parents, educate its teachers, pupil services personnel, principals, and other staff on how to reach out to, communicate with, and work with

parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- a. Collaborating with families to appropriately respond to children's behavior in a nonpunitive, positive, and supportive way;
- b. Encouraging families to reflect on family experiences and practices in helping children;
- c. Assisting families to implement best practices that will help achieve the goals and objectives identified to meet the needs of the child and family.

11. Peabody Montessori Magnet Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- a. Conferencing with families at least twice during the school year and collaborating with them in setting goals for their children while in the prekindergarten program;
- b. Encouraging family members to volunteer in the classroom, using the time to foster enhanced communication regarding their child's development;
- c. Sending home a monthly calendar of activities that can be done at home for little or no cost that correspond with the activities done in the classroom
- d. Hosting a Family Night centered around a topic that interests everyone. Plan activities for both adults and children of varying ages (siblings will want to participate too)
- e. Partnership agreements with approved organizations describing goals and strategies
- f. Providing a list of available resources and other advertisements including hours of operations

12. Peabody Montessori Magnet Elementary will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand by providing:

- a. Copy of the school parent and family engagement policies indicating how information will be provided to parents in a format and a language that parents can understand.
- b. Copy of handbook, school policy, flyers, newsletters, or other correspondence to parents that have been translated to respective languages, if applicable
- c. Materials for meetings, programs, and events translated to respective languages, if applicable, and written in a family-friendly format
- d. Parent surveys that are translated into respective languages according to the school's population

PART III. ADOPTION

This School Parental Involvement Policy has been developed jointly with and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes and sign-in sheets or attendance records.


(Signature of Principal)

August 5, 2024
(Date)