

Parent review / revised dates: October 17, 2024 & October 31, 2024; Board approved: 11/13/24

TITLE I PARENT AND FAMILY ENGAGEMENT POLICY

Danville Area School District

Purpose

The Danville Area School Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. This policy, developed by Danville Area School District in collaboration with and agreed to by parents and family members, describes how parents and family members will be engaged at the school & district level.

Components

The school complies with federal law related to the engagement of parents and family members by detailing how the school will:

1. Involve parents and family members in the planning, review and improvement of the school's Parent and Family Engagement Policy:
 - The Parent & Family Engagement Policy is reviewed and updated at the Parent Advisory Council meeting and the Fall Parent Meeting.
 - Parents are encouraged to give their input about the quality of the Title I program. They are asked to suggest improvements and changes to the program using the Needs Assessment Survey given out in April.
 - A Needs Assessment Survey is distributed to all families that took part in the Title I program during that school year. The Needs Assessment Survey is reviewed at the Spring Parent Advisory Council Meeting and the Spring Parent Meeting. The results of the Needs Assessment Survey are analyzed by Title I families. They are encouraged to make suggestions about improvements to the program for the following school year.

2. Convene an annual meeting, at a convenient time:
 - The Fall Parent Meeting will inform parents and family members of their school's participation as a Title I school.
 - Invitations to attend the Fall and Spring Parent Meetings are sent out to all Title I families. Reminders to attend the meeting are sent to parents a few days prior to the meeting.
 - The meeting will explain the requirements and rights of parents and family members.

3. Offers flexibility and incentives allowing all Title I families the opportunity to attend:
 - The fall and spring parent meetings will be offered at different times throughout the day to facilitate parents schedules.
 - The fall and spring parent meetings can be held virtually and / or in person.
 - Refreshments will be provided to encourage participation.
 - Activities and resources for working on reading at home with children are offered.

4. Involve parents and family members in revising and updating the Parent and Family Engagement Policy:
 - All Title I parents and family members are invited to be part of the Title I Parent Advisory Council.
 - The Parent Advisory Council meets prior to the parent meeting to plan, review, and make improvements to the Title I program.
 - All Title I families are invited to attend the Fall & Spring Parent Meeting.
 - A Needs Assessment Survey is sent to all Title I Parents in the spring. The survey asks parents to evaluate the Title I program and make recommendations for the following school year.
 - The Needs Assessment Survey is distributed digitally to parents. Paper surveys are also available if requested.
 - The Needs Assessment Survey results are reviewed at the Spring Parent Meeting.

5. Provide parents and family members of participating children with timely information about the Title I program:
 - Monthly newsletters are distributed digitally to all Title I families through School Connect . Printed copies of the newsletter are available upon request. The newsletters provide activities and resources for working with children to improve their reading skills.
 - Parents have access to the district's Title I website which contains important information and resources.
 - The Title I teachers communicate regularly with parents through the School Connect website.
6. Provide parents and family members of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the state academic standards:
 - Title I families are offered a copy of the Pennsylvania Common Core Standards.
 - Title I families are able to view their child's performance on the NWEA MAP Growth and / or Fluency assessment three times per year. Results of their child's performance are available upon request.
7. Provide, if requested by parents and family members, opportunities for to meet to discuss the Title I program and / or their child's progress:
 - Title I reading specialists provide daily office hours to meet with parents. The office hours are sent home to parents at the beginning of the school year.
 - Parents and family members are encouraged to call, write, or email questions or concerns to their child's Title I reading specialist.
 - Parents are encouraged to sign-up for parent / teacher conferences with their child's reading specialist. The conferences can be held in-person or virtually.
 - Communication logs are kept by each reading specialist showing all communication with Title I families.
 - Teachers will communicate regularly with parents using the School Connect app.
8. The school will provide a school-parent and family compact that has been jointly developed with parents and family members.
 - The compact outlines how parents and family members, school staff, and students will share in the responsibility for improved student academic achievement.
 - It shows the means by which the school and parents and family members will build and develop partnerships to help their children achieve the state's academic standards.
 - The compact describes the school's commitment to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children in Title I programs to meet the state academic standards.
 - It is reviewed & revised with parents during fall parent meetings & distributed to all Title I families at parent / teacher conferences or sent home in the child's Tuesday folder.
9. Provide assistance to parents and family members in understanding the state academic standards, state and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children:
 - Students' NWEA MAP Growth testing will be distributed three times a year to all Danville Primary families. The NWEA MAP Fluency assessment results are available to parents upon request. The Title I teachers are available to explain these results.
 - A copy of the Pennsylvania Common Core standards are shared during parent meetings and are available upon request.
10. Provide materials and training to help parents and family members to work with their children to improve their children's achievement:
 - The Title I program has a web page on the district website with important information and resources for parents and families.
 - Parenting information / activities for helping children improve their reading skills are provided to families at parent meetings.
11. Educate teachers, specialized instructional support personnel, and other staff, with the assistance of parents and family members, in the value and utility of contributions of parents and family members, and in how to reach

out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school:

- All teachers at Danville Primary School that teach reading, are being trained in best reading practices using the LETRS program.
 - The faculty at DPS view the SPAC skits each school year to learn how to best communicate with parents.
12. To the extent feasible and appropriate, coordinate, and integrate parent and family member involvement programs and activities with other federal, state, and local programs including public preschool programs, and conduct other activities that encourage and support parents and family members in more fully participating in the education of their children:
 - A Head Start transition plan is developed
 13. Ensure that information related to school and parent and family member programs, meetings, and other activities is sent to the parents and family members of participating children in a format and in a language the parents and family members can understand:
 14. Provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children):
 - All documents provided to Title I families can be interpreted upon request in any language
 15. Ensure distribution of the policy to parents and family members of children participating in a Title I program by the following means:
 - The Parent & Family Engagement policy is reviewed annually with parents at the Parent Advisory Council meeting and the Fall Parent meeting,
 - The policy is posted on the Title I page of the district's website for viewing by the Danville community. .

Delegation of Responsibility

The Federal Programs Coordinator shall ensure that the Title I Parent and Family Engagement Policy, plan and programs comply with the requirements of federal law.

The Title I Coordinator shall notify parents and family members of the existence of Title I programs and provide:

- An explanation of the reasons supporting their child's selection for the program.
- A set of goals and objectives to be addressed.
- A description of the services to be provided.
- A copy of this policy and the School-Parent and Family Compact.

Each school with a Title I program shall provide communications, information and school reports to parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children, in a language and format they can understand.