School # 7 Policy - Family and Community Engagement

TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT (M)

2415.50

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A. School Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:

a. The school will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.

b. The school will ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.

c. The school will incorporate this School Parent and Family Engagement Policy into its plan.

d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).

f. The school will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved

goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than $500,000.)

g. The school will be governed by the following statutory definition of parent and family engagement/ PTO, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:

(1) "Parent and family engagement" means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

(a) That parents play an integral role in assisting their child's learning;

(b) That parents are encouraged to be actively involved in their child's education at school;

(c) That parents 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) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

A. Encourage parents to serve on policy advisory groups, such as being the Title I, Part A parent representative on the school's Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.

B. Administer surveys to allow parents/families and community members provide input to school personnel regarding academic and non-academic support services, school policies, and community resources.

C. Provide professional development for staff.

2. The school will 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 Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

- The annual meeting will be held at the school building on September 6th, 2023, at 5:00pm. Flyers, emails, and phone calls will be used to communicate that time and date of the meeting to parents.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, childcare, or home visits, as such services relate to parent and family engagement:

- Meetings will be flexibly scheduled to accommodate parents' work schedules. In person and virtual meetings will be held to accommodate all parent needs. Parents who require transportation or mobility assistance will be allowed to participate remotely.

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:

- Professional development activities to help build the capacity of school-level personnel in effective parent/family engagement.

- Training to help build the capacity of parents/families to be involved in shared decision-making.

- Direct support and guidance from the school's Community Engagement Liaison.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

a. The school, with the assistance of its Title I schools, will provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:

(1) The challenging, state academic standards:

(2) The state and local academic assessments include alternate assessments.

(3) The requirements of Title I, Part A;

(4) How to monitor their child's progress; and

(5) How to work with educators to improve the achievement of their children.
(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)

(a) Training workshops for parents;

(b) Back-to-School nights; and

(c) Open lines of communications with appropriate school staff.

6. The school will provide parents of participating children, 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 practically possible.

a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:

(1) Providing relevant information verbally and in writing in a way that is understandable to parents.

(2) Providing information in multiple languages to ensure that schools are able to communicate with parents who are not native English speakers.

b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, and other staff in 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 reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:

(1) Providing professional development activities for staff.

(2) Allowing parents/families and community members to provide direct input to appropriate school personnel regarding academic and non-academic support services, school policies, and community resources.

(3) Providing supported opportunities for parents/families to provide feedback about engagement in their children's learning at home (e.g. parent-teacher conferences, back-to-school nights, one-to-one meetings, surveys).

c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and other 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, by:

(1) Allow parents/families to communicate with school personnel in helping to set academic goals each year for their students (e.g. one-to-one meetings, IEP meetings, parent-teacher-student compacts, home visits).

(2) Encourage parents/ families to be involved in supporting learning at school through volunteering and assisting in school activities.

d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the 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:

(1) Providing relevant information verbally and in writing in a way that is understandable to parents.

(2) Providing information in multiple languages to ensure that schools can communicate with parents who are not native English speakers.

(3) Provide translation/interpretive services to allow parents who cannot speak English to participate meaningfully in their child's education.

7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:

- N/A

8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- Principals will administer surveys to students, and results will be reviewed by the school-based Title I Committee.
- School-Based Title I Committees will assess whether changes to existing parent and family engagement activities programs and activities are warranted. New programs and activities may be considered.

- School-Based Committees will share their findings and recommendations with the district wide Title I Committee, which in turn will use this information to inform their annual review of the district wide Title I policy.

9. The school will take the following actions to involve parents in the process of school review and improvement:

a. Invite parents/families and community members to actively participate in the development and review of school policies as part of school-level and/or district-level advisory committees.

b. Administer climate and culture surveys periodically.

c. Host in-person and online Q&A panels, and forum events to provide information to, and solicit input from, parents and other stakeholders

10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:

- Comments may be submitted directly to the school principal.

C. Shared Responsibilities for High Student Academic Achievement

As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

1. Parents have access to all staff through emails to ask questions and/or submit their suggestions.
2. Students will be provided with assembly and programs that promote improved school academic achievement.
3. Attendance review committee has been informed to check on student's absences from school. A reward system has been put in place for improvement.

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:

a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.

c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.

d. Train parents to enhance the involvement of other parents.

e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.

f. Adopt and implement model approaches to improve parent and family engagement.

g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.

h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:

(1) Meeting with the school principal.

(2) Meeting with the District' Director of Parent and Community Engagement.

(3) Meeting with the school's Liaison for Parent and Community Engagement.

E. Accessibility

1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:

(1) Providing relevant information verbally and in writing in a way that is understandable to parents.

(2) Providing information in multiple languages to ensure that schools are able to communicate with parents who are not native English speakers.

(3) Provide translation/interpretive services to allow parents who cannot speak English to participate meaningfully in their child's education.

F. Adoption

1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting.

2. This Policy was adopted by the PTO on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted: By PTO, Action Team and Administration
Date: December 5, 2024