

POLICY GUIDE

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**Bayonne Public Schools Title I – School Parent
and Family Engagement**

Apr 22

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Bayonne Public Schools

TITLE I – SCHOOL AND FAMILY ENGAGEMENT

A. District 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 district 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 district will work with its schools to 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 district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools 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.



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- 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 district 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 district will be governed by the following statutory definition of parent and family engagement, 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



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- (d) The carrying out of other activities, such as those described in section 1116 of the ESEA.
 - h. The school district 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. The Parent and Family Engagement Policy will be available for viewing on the district website.
 - b. The Parent and Family Engagement Policy will also be distributed to parents via informational packet that will house also the Title I Compact statement.
 - c. The district will offer parent consultation meetings to collaborate with parents and other stakeholders about the policy.
 - 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 parent meeting will be held annually in the month of September in each elementary school across the district, by which all parents of participating Title I children will be invited to participate
 - 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, child care, or home visits, as such services relate to parent and family engagement:

The meetings will be facilitated both face to face and virtual format to ensure that they are most conducive to support parent and family engagement activities and ventures.

The meeting times will provide way by which should accommodate deferring stakeholder working schedules.



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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:
 - a. The district will attempt to have activities that have the most impact for students while accommodating schedules for parents/guardians/stakeholders for maximum involvement.
 - b. The district will coordinate and provide technical assistance and other supports necessary to assist in planning and implementing effective parent involving activities to improve student academic achievement and school performance such as providing involvement times of meetings for involvement to take shape.
 - c. The district will provide technical assistance to schools and stakeholders to develop jointly with parents/guardians the Parent and Family Engagement Policy and school parent compact.

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 will, with the assistance of its Title I schools, 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 including alternate assessments;



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- (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.
 - (a) School Advisory Council whereas parents meet on a monthly basis with members of staff to discuss important topics related to academic success and school related items.
 - (b) Open House day/night whereas teachers will display students work projects and achievement in class for parents to view and ask questions as well as seek opportunities to help increase their child's academic progress.
 - (c) Parent conferences to discuss assessments and individual students results as well as the progression in the course/subject matter.
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) Parent workshops/guardian/stakeholders whereas children and parents* will participate in hands on activities that reinforce required academic skills.



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- (2) Parent/guardian individual conferences will be conducted to discuss needs of students and parents to help increase child's academic progress.
 - (3) Open house and book fair whereas the encouragement to read and further literacy success through informational sessions and review of new non-fiction and fiction text.
- b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, 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:
- (List activities)*
- (1) Parents can request a parent and teacher conference in person/virtual/telephone.
 - (2) Midterm teacher contact with parents that will help give parents a better understanding of progress of students.
 - (3) Teachers will participate in various workshops and training sufficient to meet requirements for professional development.
- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool 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:



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- (1) Parents/guardians are encouraged to engage in the parent resource center at each elementary school across the district.
 - (2) Parents/guardians are encouraged to view the Title I district website that houses important information related to brochures/pamphlets/ and program related happenings.
 - (3) Parents/guardians are invited to participate in the district Open Houses so that they can visit the school and talk to the teachers and further gain additional information.
- 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:
(List actions)
- (1) District dial out systems whereas school announcements are available and presented to inform of happenings and emergency related notifications.
 - (2) Automatic text messages are provided to ensure that there are full opportunities to participate in parent/family engagement activities.
 - (3) District website as well as school related platform management system called Schoology shares out information related to parent/family engagement activities.



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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:
 - a. Providing reasonable access to staff, opportunities to volunteer and participate in child’s class, and observation of classroom activities.
 - b. Ensure regular two-way communication between family members and school staff, and, to the extent practicable, in a language that family members may understand.
 - c. Provide require reports to parents on their children’s progress

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 district 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:
 - a. Parents/guardians have opportunities to participate in decisions related to the education of their children and positive use of extracurricular tine.
 - b. Provide materials and training to help parents work with their children to improve their children’s achievement, such as literacy training and using technology.



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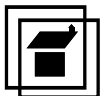
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- c. Conduct other activities to support parents in more fully participating manner in the education of their children via expansive parent resource centers.
9. The school will take the following actions to involve parents in the process of school review and improvement:
 - a. Provide assistance to parents in understanding the district’s academic standards and academic assessments.
 - b. Provide assistance to parents in understating the requirements of Tilt I-A for schools.
 - c. Provide assistance to parents in understanding how to work with their child’s progress and improve the achievement of their children.
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:
(List actions)
 - a. Parent opinions of the schoolwide program and plan for school operating a Title I schoolwide program whereas parents can comment on the schoolwide plan if it not satisfactory.
 - b. Parent involvement in the schoolwide program planning process and review , parents have joint development of the schoolwide program planning via meetings and activities for planning, review and improvement functions of the policy.
 - c. Provide parents multiples areas of support to ensure that parents have an opportunity to comment on the schoolwide plan via multiple modalities.



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C. Shared Responsibilities for High Student Academic Achievement

1. 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:
 - a. In the value and utility of contributions of parents education of school staff as well as building ties between parents and guidance is vital to the improvement of student academic achievement.
 - b. Provide additional reasonable support mechanism for parental involvement and joint development as deemed necessary.
 - c. Conduct a wide array of activities to support parents to ensure that more full participation of their children is being met via different modalities.

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.



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- 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) Coordinate and integrate parent involvement programs with other federal, state, and local programs.
 - (2) Education stakeholders in how to value the utility of the contribution of parents as well as to ensure a reduction of communication barriers are being met,.
 - (3) Ensure any attempts to help parents overcome any barriers that they are facing in the process of reaching optimal family engagement activities are being met.



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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:
(List actions)
 - a. If language barriers exists, documents should be translated to language required in order for the parents to have a reduction of barriers to be able to ensure that parent and family engagement is optimal
 - b. Provide reasonable supports for parental involvement activities as parents may request.
 - c. Ensure that information related to parent programs is sent to the parent of participating children in a format and language parents can understand.

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 minutes.
2. This Policy was adopted by the Board of Education 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: May 24th, 2022

