

Title I, Part A School Parent and Family Engagement Policy

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Principal: Bryan Gridiron
Address: 2800 Agate Street, Bakersfield, CA
93304
Phone: (661) 832-4141
Email Address: bgridiron@pbvUSD.k12.ca.us
Website: <https://seibert.pbvUSD.k12.ca.us/>

Amy B. Seibert Elementary School provides 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), which includes providing information and school reports, in a format and, to the extent practicable, in a language such parents understand.

The Parent and Family Engagement Policy is available on the school website and ParentSquare. In addition, paper copies of the Policy can be found at the school office, free of charge. Parents and families wishing to provide ongoing support and input into the Policy can participate through the School Site Council, the Title I Parent Subcommittee, the District Advisory Committee, and other committees. Additionally, parents and families can provide input by completing the parent surveys distributed throughout the school year.

Amy B. Seibert Elementary School, with parents and family members, has jointly developed, mutually agreed upon, and distributed to, parents and family members of participating children in Title I, Part A programs the following requirements as outlined in ESSA sections 1116(b) and (c).

I. Describe how parents and family members of participating children in Title I, Part A programs are involved in jointly developing and distributing a written school parent and family engagement policy, agreed upon by such parents for carrying out the requirements in ESSA Section 1116(c) through (f) (ESSA Section 1116[b][1]):

Parents and family members of participating Title I students are able to give input through surveys for staff and students and meeting with parents during our Title I Annual Meeting, English Learner Advisory Committee (ELAC), and School Site Council (SSC) meetings.

The Title I Parent and Family Engagement Policy is distributed annually at the start of the school year in the Amy B. Seibert Parent/Student Handbook. The policy was reviewed with parents during our annual Title I meeting in September. The Title I Parent and Family Engagement Policy is readily available in the school office upon request.

The policy is available on the District Website: <https://www.pbvUSD.k12.ca.us/departments/instructional-services/consolidated-programs/plans-policies-district-and-school-levels>

II. Describe how parents and family members of participating children in Title I, Part A programs, may amend a parent and family engagement school policy that applies to all parents and family members, if necessary, to meet the requirements (ESSA Section 1116[b][2]):

Parents and family members of participating children in Title I, Part A programs are provided multiple opportunities to provide input in developing the upcoming school year's Parent and Family Engagement Policy. These are some of the ways parents or family members may provide suggestions or comments, which allows for an amendment to a parent and family engagement policy if necessary, to meet requirements:

- Annual Title I Meeting- current year Parent and Family Engagement Policy is discussed
- Title I Family- School Relationship Survey
- School Site Council Meetings
- Title I Parent and Family Engagement Activities
- English Learner Advisory Committee
- Title I Annual Review Meeting
- Parent/Teacher Conferences

III. Describe how the Local Educational Agency (LEA) involved has a school district-level parent and family engagement policy that applies to all parents and family members in all schools served by the LEA, and how the LEA may amend that policy, if necessary, to meet the requirements (ESSA Section 1116[b][3]):

The Panama-Buena Vista Union School District (PBVUSD) Parent and Family Engagement Policy (PFEP) is reviewed annually with the District Advisory Committee (DAC) and Title I Parent Subcommittee (TIPS), which is made up of parents and guardians as well as site and district administrators. The District English Learner Advisory Committee (DELAC) is also provided an opportunity to review the PFEP. Based on the feedback, the policy is updated periodically to meet the parents' and schools' changing needs. Parents and family members with suggested amendments to the policy are welcomed throughout the school year as well as at the annual review meeting. Comments and suggestions on the PBVUSD Parent and Family Engagement Policy can be directed to the Title I Program Specialist. The PBVUSD shall amend the Parent and Family Engagement policy if necessary to meet the requirements.

IV. Describe how parents and family members of children participating in Title I, Part A programs can, if they find that the plan under ESSA Section 1112 is not satisfactory to the parents and family members, and the LEA shall submit the parent comments with the plan when the LEA submits the plan to the State (ESSA Section 1116[b][4]):

Parents and Family members have multiple opportunities throughout the school year to provide the district with input during the development of the LCAP. The LEA provides parents and family members with surveys, meetings, and committees. The input of the educational partners is what helps with the development of the LCAP priorities. If parents are not satisfied with the draft LCAP, then they have the opportunity to submit comments during the LCAP development process, and the district responds to any written comments. Also, parents and family members may submit a public comment via email to theboard@pbvUSD.k12.ca.us no later than 12:00 p.m. on the day of the Board of Trustees meeting.

V. Describe how the school served by Title I, Part A funds holds an annual meeting, at a convenient time, to which all parents and family members 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 and the rights of the parents to be involved (ESSA Section 1116[c][1]):

Amy B. Seibert will hold the Informational Meeting at time when the majority of respondents indicate that they can attend, in-person. Information regarding the annual meeting is sent out through the district communication app, ParentSquare, as well as by posting flyers at the school office. During the annual meeting, the school's participation in Title I is discussed as well as how parents are able to provide input to guide the parent and family engagement policy.

VI. Describe the steps that the school takes to offer a flexible number of meetings, such as meetings in the morning, afternoon, evening, or other ways and may provide, with funds provided under Title I, Part A, for transportation, child care, or home visits, as such services relate to parental involvement (ESSA Section 1116[c][2]):

Amy B. Seibert holds a variety of parent meetings/workshops/educational events in an effort to encourage participation and involvement in the educational process. These opportunities offer information and training on a wide variety of subjects. Meetings are held at different times of the day in order to accommodate parents' schedules. Some examples of such opportunities include, but are not limited to: Preparing for State Testing, Family Literacy Classes, Helping Your Child Succeed Using the Computer/Internet, Pre-Kindergarten Story Time, Reading and Math strategies, and Open House. Childcare is provided, as available, at the school site free of charge. The Title I Program is reviewed annually at the end of the year at the Title I Annual Review meeting.

VII. Describe how parents and family members of participating children are involved, and in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of schoolwide program plan under ESSA Section 1114(b), 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 (ESSA Section 1116[c][3]):

- 1) Amy B. Seibert School invites all Title I Parents to attend the annual Title I Meeting. At this time the PBVUSD District Parent and Family Engagement Policy will be discussed. The current site-specific Title I Parent and Family Engagement Policy and School-Parent Compact will also be delivered and discussed during this forum.
- 2) Amy B. Seibert School produces and sends home an Annual Title I Parent Survey in both English and Spanish. Results will be used to better tailor our program to meet site-specific needs.
- 3) PBVUSD invites all Title I Schools, their Assistant Principal/Academic Coach, and two Title I parents to meet twice yearly for the Title I Parent Sub Committee Meeting where the district's program is discussed, evaluated and input is shared.
- 4) Amy B. Seibert School presents its Title I Compact and Parent and Family Engagement Policy to a number of open forums for review every spring. These forums include input and suggestions given from stakeholders at School Site

Council Meetings, ELAC meetings, Parent Club Meetings, Title I Events, School Leadership Team, Title I Aides, and other important stakeholders, such as the principal.

5) Amy B. Seibert School gathers information and reviews the needs of its school community during our Annual Title I Review meeting. At this time, all data, such as parent surveys, written suggestions, notes from all open forum meetings will be reviewed and changes will be made to meet the needs of our school community.

VIII. Describe how the school is providing parents and family members of participating children of Title I, Part A programs: timely information about programs under Title I, Part A; 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 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 (ESSA sections 1116[c][4][A-C]):

- 1) The Title I Compact and Parent and Family Engagement Policy are included in the Parent/Student Handbook that is distributed to every student at the beginning of the school year. When new students are added after the start of the school year, the same process is followed.
- 2) Parents are notified of upcoming events in a timely manner by: initial notes sent home with the student, reminder notices sent home with the student at timely intervals, follow up phone calls made by site personnel, phone calls made by interpreters as needed, ParentSquare app communication, and/or U.S. mail.
- 3) Parents receive academic progress reports, quarterly report cards, and other data used to measure student progress on a quarterly basis. Parent/Teacher Conferences are held at the end of the first quarter for all students in grades TK-6.
- 4) Sharing descriptions and explanations of the curriculum used in the grade level, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet during Back to School Night presentations.
- 5) Grade level expectancies, provided by the district, distributed during Back to School Night, and accessible on the district website.
- 6) Title I Parent Training on topics such as Synergy's "ParentVue" grading system, reading comprehension strategies, mastering math facts, preparing for state testing, and effective ways to help their child.
- 7) At-Risk notifications are sent to parents to notify parents of students not meeting grade-level standards.
- 8) Developing Student Action Plans for At-Risk students with parents.
- 9) Detailing of programs, curriculum, and academic assessments used to measure student progress at the Title I Annual Informational Meeting for Parents.
- 10) Discuss student progress towards meeting grade-level standards during Parent/Teacher Conferences.
- 11) Implementation of multiple parent communication systems such as ParentSquare, Paper Notices, Phone Calls, and Twitter.

IX. Describe how the schoolwide program plan, ESSA Section 1114(b), is not satisfactory to the parents of participating children in Title I, Part A programs, and submit any parent comments on the plan when the school makes the plan available to the LEA (ESSA Section 1116[c][5]):

At this time, there have been no unsatisfactory comments made by parents or family members of participating children in Title I, Part A programs regarding the schoolwide program plan. However, should the parents or family members find the schoolwide program plan unsatisfactory, then the school site will take the following measures:

- the Schoolsite Council (SSC) will review the comments submitted regarding the unsatisfactory areas located in the schoolwide program plan
- the Schoolsite Council may make adjustments or corrections if the SSC determines that there is a need to amend a particular area of the schoolwide plan
- the Schoolsite Council will approve any revisions to the schoolwide plan

- the revised schoolwide plan will be presented to the LEA board for approval

X. Describe how the school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. Section 6318[e][1])

Amy B. Seibert Elementary works with parents to understand school related topics through Parent Engagement Meetings, Parent/Teacher Conferences, and Student Success Team Meetings.

XI. Describe how the school provides materials and training to help parents to work with their children to improve their children's achievement, as appropriate, to foster parental involvement.

Amy B. Seibert Elementary provides access to materials and training to help parents to work with their children to improve their children's achievement, as appropriate, to foster parental involvement at Parent/Teacher Conferences and Title 1 Parent Engagement opportunities.

XII. Describe how the school educates teachers, specialized instructional support personnel, principals, 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.

Amy B. Seibert Elementary educates teachers, specialized instructional support personnel, principals, other school leaders, and other staff, with the assistance of parents, on the value and utility of contributions of parents, and on 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 through Professional Development, Staff Meetings, and Collaboration.

XIII. Describe how the school provides, 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.

Amy B. Seibert Elementary encourages and supports parents by providing various resources, activities, and strategies to improve their ability to participate in their children's education by inviting parents to attend training, meeting with parents to discuss resources, and sharing related information on Parent Square.

XIV. Describe how the school ensures that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

Amy B. Seibert Elementary ensures that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand by posting all meetings, programs, and other activities on Parent Square.

XV. Describe how the school provides such other reasonable support for parental involvement activities under this section as parents may request.

Staff routinely help parents learn how to access information through ParentSquare, check grades through Synergy, and other needs, as requested.

XVI. Describe how the school to the extent practicable, shall 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), including providing information and school reports required under Section 1111 of the ESEA, as amended by the ESSA, in a format and, to the extent practicable, in a language such parents understand.

The administration and office staff are trained to assist families with various needs, including limited English. Both the school secretary and attendance clerk are bilingual in Spanish.

Amy B. Seibert Elementary School’s Title I, Part A School Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs on March 5, 2025. The School will distribute the policy to all parents and family members of participating Title I, Part A students annually on or before September 30, 2025.

Bryan Gridiron, Principal

Name and Title of Authorized Official



Signature of Authorized Official

3/5/2025

Date