Galena City School District
DISTRICT PARENT AND FAMILY ENGAGEMENT POLICY

As authorized under ESEA, as amended

School Year 2025-2026
Revision Date: 10/22/25

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Overview

In support of strengthening student academic achievement, **Galena City School District** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Elementary and Secondary Education Act of 1965 (ESEA), as amended. The policy establishes the district's expectations and objectives for meaningful parent and family involvement and describes how the district will implement a number of specific parent and family engagement activities.

The **Galena City School District** agrees to implement the following requirements as outlined in Section 1116 of the ESEA, as amended:

- The school district will conduct outreach to all parents and family members in all of its schools with Title I, Part A Programs to implement programs, activities, and procedures for the involvement of parents and family members. These programs, activities, and procedures will be planned and implemented with meaningful consultation with parents of participating children. [§1116(a)(1)]
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESEA, as amended, and each include a component of the school-parent compact consistent with Section 1116(d) of the ESEA, as amended. [§1116(b)] & [§1116(d)]
- In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, 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, in a format and, to the extent practicable, in a language such parents understand. [§1116(e)(4)]
- If the district plan for Title I, Part A, developed under Section 1112 of the ESEA, as amended, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state. [§1116(b)(4)]
- The school district will be governed by the following definition of parental involvement and expects that its Title I, Part A schools will carry out programs, activities, and procedures in accordance with this definition:
    - Parent Involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—
        - that parents play an integral role in assisting their child's learning;
        - that parents are encouraged to be actively involved in their child's education at school;
        - 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
        - the carrying out of other activities, such as those described in section 1116. [§8101(39)]

Required Parent and Family Engagement Policy Components

Joint Development

The **Galena City School District** will take the following actions to involve parents and family members in the joint development of the district plan under Section 1112 of the ESEA, as amended, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESEA, as amended.

Parents and family members will be involved in the development of the district ESEA Consolidated Application through several methods.

Advisory is gathered primarily through each Title I-A school's Parent Advisory Committee (PAC). Each of the Parent Advisory Committees meets at least quarterly. For IDEA and GILA, meetings are often conducted through video and/or audio conferencing. For Sidney Huntington Schools, PAC meetings are generally held in-person at the school, with optional video/audio conferencing options.

Minutes from each PAC meeting are reviewed for themes as part of the needs assessment. These themes are presented to PAC by the School Principal, Director, or Site-Administrator. The PAC will add any themes they believe need to be addressed. The PAC provides suggestions for effective ways to address the themes.

An annual Title I-A parent/guardian meeting is held (via webinar and audioconference) in conjunction with the first quarterly PAC meeting at each school site to inform parents of their rights and give a platform for parents to communicate needs. At least one additional districtwide Title I-A meeting will be scheduled at an alternative time later in the school year to offer parents multiple opportunities to participate, accommodating their varying work and home schedules

An ESEA Parent/Guardian Needs Assessment survey is provided in March/April to all Title I-A schools' parents/guardians, as well as migrant parent/guardians, homeless eligible parent/guardians, and ELL parent/guardians. Parents/guardians in the district are asked to complete a needs assessment regarding all Title programs in the district. These Needs Assessment surveys are reviewed by the PACs, district and school administration, Local Tribe, and Indian Education Parent Committee.

The review and development of the School Improvement Plans are conducted on an "As Needed" basis. The school-based PACs, school and district administration review the School Improvement Plans together. Local and state assessment data is analyzed and evaluated with the data from the most current needs assessments. The school and district administration takes into consideration the input from the PAC, survey results and state/local assessment results and then writes/edits the School Improvement Plan. The newest copy of the School Improvement Plan is disseminated to all stakeholders.

Technical Assistance

The **Galena City School District** will provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all Title I, Part A schools within the district in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education.

The District Administration will assist school and site leadership with facilitation of in-person meetings, webinars and audio conferences in order to:

- *Explain whether the school participates in a school-wide or targeted assistance program.*
- *Explain the requirements of a school-wide or targeted assistance program.*
- *Explain what participation in Title I means for the school and include:*

- *A description and explanation of the school's curriculum.*
- *Information on the forms of academic assessment used to measure student progress.*
- *Information on the proficiency levels students are expected to meet.*
- *Explain the district Parental Involvement Policy, the school Parental Involvement Policy, and the School Parent Compact.*
- *Explain the rights of parents to be involved in the school's programs and provide ways to do so.*
- *Explain that parents have the right to request opportunities for regular meetings for parents to formulate suggestions and to participate, if appropriate, in decisions about the education of their children.*

The school administration, with the support of district administration and designated school/site-based staff such as IDEA Field Representations, will facilitate quarterly PAC meetings. The PACs will assist in planning and implementing effective parent and family engagement practices inclusive of school parent and family engagement plans, school-parent compacts, and all Title I, Part A parental involvement requirements.

The school/site principals and administrators will instruct instructional staff on how to implement effective parent and family engagement practices inclusive of school parent and family engagement plans, school-parent compacts, and all Title I, Part A parental involvement requirements.

Coordination

The **Galena City School District** will coordinate and integrate parent and family engagement strategies under Title I, Part A with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs.

Schools will coordinate and integrate parent and family engagement strategies with other relevant programs, organizations, businesses, and community partners to provide additional support and resources to families.

The large number of students across the district are also eligible for Title VI Indian Education. Parents are encouraged to participate in both Title I-A and Title VI meetings (quarterly) through the PAC meetings.

Annual Evaluation

The **Galena City School District** will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under this part, including identifying—

(i) barriers to greater participation by parents in activities authorized by this section (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);

(ii) the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and

(iii) strategies to support successful school and family interactions.

An annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under this part:

- *After the parent/guardian needs assessment results have been finalized, the PACs, Principals or Site-Administrators, and district leadership will discuss barriers to greater participation by parents. Since more than 50% of district students are economically disadvantaged, and many have limited literacy, particular attention will be focused on these topics.*
- *School staff are being trained to engage parents/guardians. While our district schools face many challenges for engaging parents and family members to assist with the learning of their children, we are also proud of having established regular two-way communication between school and parents. Parents/guardians are contacted on a regular basis to provide information regarding academic progress. Parents have real-time access to their students' grades through PowerSchool.*

Evidence-Based Strategies

The **Galena City School District** will use the findings of such evaluation listed above to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement policies.

- The term evidence-based means an activity, strategy, or intervention that—
  - (i) demonstrates a statistically significant effect on improving student outcomes or other relevant outcomes based on—
    - (I) strong evidence from at least 1 well-designed and well-implemented experimental study;
    - (II) moderate evidence from at least 1 well-designed and well-implemented quasi-experimental study; or
    - (III) promising evidence from at least 1 well designed and well-implemented correlational study with statistical controls for selection bias; or
  - (ii)
    - (I) demonstrates a rationale based on high quality research findings or positive evaluation that such activity, strategy, or intervention is likely to improve student outcomes or other relevant outcomes; and
    - (II) includes ongoing efforts to examine the effects of such activity, strategy, or intervention.

The district will use the findings from the above evaluations to design evidence-based strategies for more effective parent and family involvement by monitoring the effectiveness of communication with parents. The needs assessment surveys

and the Parent-Guardian Surveys will provide such quantifiable data through questions like "How do you feel about the amount of information you receive regarding your child's learning and school activities?" The district would like to have at least 25% of the parents/guardians reply to the survey. Of the respondents, the district would like to have 80% or more respond as "somewhat Positive" and "Positive" to all of the questions.

The district will revise the parent and family engagement strategies based on the evaluation results on an "as needed" basis. The PACs will review the areas that were not within the 80% "somewhat Positive" and "Positive" range and provide suggestions to engage parents. The District will take the PACs recommendations and update the parent and family engagement strategies. The new strategies will be shared with the stakeholders through the superintendent's letters as well as principal/director/site-administrator letters.

Development, Revision, and Reviewing of Plan

The **Galena City School District** will involve parents in the activities of the Title I, Part A schools, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the local educational agency to adequately represent the needs of the population served by such agency for the purposes of developing, revising, and reviewing the parent and family engagement policy.

The school PACs will annually review and revise the district's parent and family engagement policy.

Recruitment into the PAC begins at the start of each school year. Letters of interest are received by the principal/site administrator at each school/site.

PAC meetings are open and held on a quarterly basis, at a minimum.

The district conducts multiple student, staff, and parent surveys throughout the year. The survey results are shared with the PACs, and the results are considered while reviewing and rewriting the district parent and family engagement policy.

Reservation of Funds (Only applicable to districts with an allocation of $500,000 or more.)

The **Galena City School District** will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to the schools, with priority given to high-need schools.

- Funds reserved under this section by the district agency shall be used to carry out activities and strategies consistent with the district's parent and family engagement policy, including not less than 1 of the following:
  - (i) Supporting schools and nonprofit organizations in providing professional development for local educational agency and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.
  - (ii) Supporting programs that reach parents and family members at home, in the community, and at school.
  - (iii) Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.
  - (iv) Collaborating, or providing subgrants to schools to enable such schools to collaborate, with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement.
  - (v) Engaging in any other activities and strategies that the local educational agency determines are appropriate and consistent with such agency's parent and family engagement policy.

Not Applicable.

Building Capacity of Parents and Family Members

The **Galena City School District** will with the assistance of its Title I, Part A schools, build parents' capacity for strong parent and family engagement by providing materials and training on such topics as literacy training and using technology to help parents work with their children to improve their children's academic achievement. Assistance will also be provided to parents and family members in understanding the following topics:

- The challenging State academic standards
- The State and local academic assessments
- How to monitor their child's progress
- How to work with educators to improve the achievement of their children
- The requirements of Title I, Part A

The GCSD is in a unique position where most of the Title I-A students are either homeschooled or living at the school during the school year. Most of the "training and using technology to help parents work with their children to improve their children's academic achievement" is directed at keeping parents informed regarding their child's academic achievement and training staff and homeschooling parent instructors on how to work with the children to improve their academic achievement.

- *Principals/site-administrators/directors will share with parents how to access their students PowerSchool records.*

- *Principals/site-administrators/directors will share with parents how to understand state academic assessment results.*

- *Principals/site-administrators/directors will provide Instructional staff contact information to parents.*

- *During the first quarter of school, Principal/Directors will facilitate an Annual Title I-A Parent Meeting to inform parents of the requirements of the program and their rights as parents.*

Building Capacity of School Staff

The **Galena City School District** will, with the assistance of its schools and parents, educate its teachers, specialized instructional support personnel, principals, other school leaders, and other staff on how to reach out to, communicate, and work with parents as equal partners, in the value and utility of contributions of parents, and how to implement and coordinate parent programs and build ties between parents and schools.

The administration of GCSD will provide ongoing staff professional development regarding the principles of customer service. This will happen during all-staff in services, collaborative groups, and individual staff conferences.

Principals/site-administrators/directors will provide ideas for talking points to instructional staff. The talking points will help instructional staff focus their discussions on working with parents as equal partners. The talking points will also serve as a reminder for instructional staff that they need to communicate with families on a regular basis.

Building Capacity for Engagement – Optional

NOTE TO THE DISTRICT: The district 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 listed under Section 1116(e) of the ESEA, as amended:

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each Title I, Part A school and district –

☐ may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

☐ may provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;

☐ may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions;

☒ may train parents to enhance the involvement of other parents;

☒ may 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, in order to maximize parental involvement and participation;

☐ may adopt and implement model approaches to improving parental involvement;

☐ may establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section; and

☐ may develop appropriate roles for community-based organizations and businesses in parent involvement activities.

1. *May train parents to enhance the involvement of other parents: The PAC members may be asked to write or share reasons that they believe being involved is beneficial. Having parents share with other parents is much more effective/influential than having paid staff share the same information.*

2. *May arrange school meetings at a variety of times, or conduct one-to-one conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, to maximize parental involvement and participation:*

District and school/site administrators will attempt to arrange public informational meetings on two separate days.

PAC meeting notes will be available (electronically) to parents.

Whenever possible, recordings of audioconferences and Webinars will be made available to parents.

Adoption

This district parent and family member engagement policy has been developed jointly and agreed on with parents of children participating in Title I, Part A programs.

This policy was adopted by the **Galena City School District** on **April 7, 2022,** and will be in effect for a period of **five years**. The policy was reviewed and revised on October 22, 2025. The school district will distribute this policy to all parents of participating Title I, Part A children on or before **October 1 each year**.

Printed Name of Superintendent: Dr. Jason Johnson

Signature of Superintendent: Jason Johnson *Date:* Oct 24, 2025