



Hazel Park-Hilda Knoff Elementary School

8809 JEFFERSON HIGHWAY
RIVER RIDGE, LOUISIANA 70123-3524



School-Level Family Engagement Policy

In support of strengthening student academic achievement, Hazel Park Hilda Knoff, as a recipient of Title I, Part A funds, is required under Section 1118 of the Elementary and Secondary Education Act (ESEA) to jointly develop with, agree on with, and distribute to parents of participating children a School-Level Family Engagement Policy. This policy establishes the school's expectations for family engagement and describes how it will implement legally required activities and practices to ensure effective family-school partnerships that promote student achievement and success.

PART I: GENERAL EXPECTATIONS

Hazel Park Hilda Knoff agrees to:

- **Collaborate with Parents and Families:** Actively collaborate with parents to develop, review, and update this Family Engagement Policy annually to reflect current needs and feedback aligned with Section 1118(d) of the ESEA.
- **School-Parent Compact:** Incorporate a School-Parent Compact aligned with Section 1118(d) of the ESEA, clarifying shared commitments for learning.
- **Clear Communication:** Ensure the policy and related information are communicated in formats and languages accessible to all parents, including translated versions and alternative formats.
- **Inclusive Participation:** Provide meaningful opportunities for all parents to fully participate, including those with limited English proficiency, disabilities, or migratory backgrounds, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.
- **Parent Input on School Plans:** If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- **Family Engagement Funds:** The school 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 family engagement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.
- **Capacity Building:** Commit to building both school staff and parent capacity to engage effectively through training, resources, and ongoing support.
- **Support Requests:** Respond reasonably and promptly to parent requests for support or resources related to family engagement activities under section 1118 of the ESEA as the parents may request.



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Definition (per Section 1118)

Family engagement means the participation of parents in regular, two-way, meaningful communication involving student academic learning, including ensuring:

- Parents play an integral role in assisting their child's learning.
- Parents are actively involved in their child's education at school.
- Parents are full partners in decisions and advisory committees.
- Schools support other activities as described in Section 1118.

PART II: DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED POLICY COMPONENTS

1. Joint Development of the Family Engagement Policy under section 1118 of the ESEA

Hazel Park Hilda Knoff will invite parents to a beginning of the year meeting to review the School Family Engagement Policy and revise as needed.

2. Parent Participation in School Review and Improvement under section 1116 of the ESEA

Hazel Park Hilda Knoff will invite parents to provide information for improvement during:

- Back -to-School Night (Open House)
- Meet and Greet
- Parent/Teacher Conferences
- Annual Title I Parent Information Meeting
- Parent observation opportunities upon request

3. Annual Title I Meeting

Hazel Park Hilda Knoff will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional family engagement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

- Offering translation services
- Providing student incentives for attendance



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4. Timely Information about Programs

Hazel Park Hilda Knoff will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

- Parent/Teacher Conferences
- Annual Title I Parent Information Meeting
- Parent observation opportunities upon request
- Yearly testing informational meetings

5. Regular Meetings and Decision-Making Opportunities

At parent request, Hazel Park Hilda Knoff will provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

- Back-to-School Night (Open House)
- Meet and Greet
- Parent/Teacher Conferences
- Annual title I Parent Information Meeting
- Parent Teacher Organization Meetings
- Family Engagement surveys/evaluations

6. Individual Student Performance Reports

Hazel Park Hilda Knoff School will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

- Parent/Teacher Conferences
- Annual Title I Parent Information Meeting
- Annual Test Informational Meetings
- Annual LEAP Score Report
- Student Progress Center

7. Notification Regarding Non-Qualified Teachers

Hazel Park Hilda Knoff will notify parents in writing if their child is taught for 4+ consecutive weeks by a teacher not highly qualified per federal regulations.



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PART III: BUILDING CAPACITY FOR FAMILY ENGAGEMENT

A. Parent Education and Support

Hazel Park Hilda Knoff will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph:

- the state's academic content standards
- the state's student academic achievement standards
- the state and local academic assessments including alternate assessments
- the requirements of Part A
- how to monitor their child's progress
- how to work with educators
- how to access the Student Progress Center

This information is shared with parents through:

- Monthly School Newsletters
- School Website
- JCampus Parent Information Center
- Student Report Cards and Interim Reports
- Family Testing Night Presentation and Handouts
- Back-to-School Night (Open House) Presentation and Handouts
- Social Media
- Parent Conferences
- Student Progress Center: Parent Letter/Instruction Sheet

B. Providing Materials and Training

Hazel Park Hilda Knoff School will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster family engagement, by:

- Parent/Student Communication Folders
- Monthly Newsletters/Calendar
- JCampus Communication
- School Website
- Interim Reports
- Google Classroom



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C. Educating Staff on Parent Engagement

Hazel Park Hilda Knoff School will, with the assistance of its parents, educate its teachers, pupil 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 implement and coordinate parent programs and build ties between parents and schools, by:

- Districtwide In-Service
- Teacher/Staff Newsletter
- Family Involvement Nights
- School-Parent Compact for Achievement

D. Coordination with Other Programs

To strengthen alignment, Hazel Park Hilda Knoff will coordinate with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- Establish ongoing communications between Head Start, Early Childhood Centers, and school Pre-K 4 programs.

E. Accessible Communications

Hazel Park Hilda Knoff will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

- Communications are in parent-preferred languages.
- Notices are distributed in multiple ways (email, text, backpack, social media).
- Interpreters are provided when needed
- Individual translated notices are sent home with students
- Utilize the Language Line
- JCampus Communications are converted to Home Language



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PART IV: DISCRETIONARY FAMILY ENGAGEMENT COMPONENTS

Park Hilda Knoff, in partnership with parents, may also:

- involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- provide necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- pay reasonable and necessary expenses associated with family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- train parents to enhance the involvement of other parents;
- arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize family engagement and participation in their children's education;
- adopt and implement model approaches to improving family engagement;
- establish a school parent advisory council to provide advice on all matters related to family engagement in Title I, Part A programs;
- develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities.

PART V: PARENT RESPONSIBILITIES


Hazel Park Hilda Knoff recognizes the critical role families play. Families are encouraged to:

- Ensure students attend school regularly and arrive prepared.
- Communicate regularly with school staff.
- Participate in parent-teacher conferences and events.
- Volunteer in school activities when possible.
- Support learning at home by reading, reviewing homework, and setting routines.

PART VI: POLICY ADOPTION AND DISTRIBUTION

This policy was jointly developed with families and staff. It will be:

- Reviewed annually with the School Family Engagement Committee.
- Distributed at the start of each school year.
- Posted online and available in multiple languages and formats.
- Made available during key school events.

Principal Signature: _____


Date: _____
