POLICY

PATERSON

BOARD OF EDUCATION

PROGRAM
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(Public School No. 12) Title I District-Wide Parent
and Family Engagement

New Jersey Department of Education
Title I School Parent and Family Engagement Policy Template

Title I, Part A regulations require that each school served under Title I, Part A jointly develop with and distribute to parents of participating children, a written involvement policy agreed on by the parents that describes the requirements of the Elementary and Secondary Education Act (ESEA) section 1116. Parent and Family Engagement (c) through (f) as listed below:

C. Policy Involvement

Each school served under this part shall —

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, explain the requirements t, and the right of the parents to be involved;

The school will convene an annual meeting, at a convenient time, to provide an opportunity for all parents of participating children to attend an informational session about PS12 participation under Title I, Part A.

The annual meeting will be held at the school building, at the end of the first marking period, after school hours. Flyers, emails, and phone calls will be used to communicate the time and date of the meeting to parents.

School 12 will have its Title I Annual Meeting on Wednesday, October 1, 2025, at 8:30AM. Parents can attend in person or online via Google Meet.

1. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parent and family engagement;

   Meetings will be flexibly scheduled to accommodate parents' work schedules. Parents who require transportation or mobility assistance will be allowed to participate remotely.

   The Parent Coordinator – School/Community Program Coordinator hosts monthly parent meetings on the second Thursday of each month from October to June. Generally, sessions occur online via Google Meet at 6:30PM. Parents can access the meeting by computer or phone.

2. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy;

   Parents participate in the implementation of programming. The Parent Leadership Team consists of four PTO 12 officers/parents and eight parents.

   Encourage parents to serve on policy advisory groups, such as being the Title I, Part A parent representative on the school's School 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.

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

3. Provide parents of participating children —

   (A) Timely information about programs under this part;

   (B) 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 students are expected to meet regarding the challenging State academic standards; and

(C) 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 possible.

The Administration provided an overview regarding curriculum and academic assessment at Back to School Night and at the Annual Title I meetings. In addition, updates are provided at the monthly parent meetings conducted by the Parent/Community Program Coordinator.

At monthly meetings, question and answer sessions are allowed to address any questions about academic and societal inquiries they may have.

4. If the Annual School Plan (schoolwide 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. Via direct contact, email or phone call.
   Annual School Plan completed with parent input Spring 2025.
   Parents reviewed ASP again on October 1, 20205.

D. 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.

The School- Parent Compact developed by our team is attached.

E. Building Capacity for Involvement-

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 school and local educational agency assisted under this part —

1. Shall provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and

how to monitor a child's progress and work with educators to improve the achievement of their children;

Parent conferences will be held on Report Card/Parent Conferences Night. Parents unable to attend are encouraged to meet with the designated staff member on another day if needed.

2. Shall provide materials and training to help parents to 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;

   Free books for our K-8 students will be distributed at Back to School Night and Report Card/ Parent Conferences Night.

   Take-Home Math kits will be distributed at Report Card/Parent Conferences Night.

   Provide one parent workshop focused on practical strategies to encourage students to read cultural relevant text outside of the school setting and assess their child's reading comprehension skills.

3. Shall educate teachers, pupil services 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;

   Provide parents with two professional development sessions focused on supporting students' self-regulation skills.

4. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, the Home Instruction Programs for Preschool Youngsters, the 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;

   N/A

5. Shall ensure 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;

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

   Providing information in multiple languages to ensure that schools can communicate with parents who are not native English speakers. Communication materials are distributed to parents in English and Spanish.

   Provide translation/interpretive services to allow parents who cannot speak English to participate meaningfully in their child's education. Members of the PTO Leadership Team and staff members provide translation as needed.

6. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

7. 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;

   N/A

8. May pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

   Providing refreshments for early morning workshops and meetings.

9. May train parents to enhance the involvement of other parents;

   N/A

10. 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 parent and family engagement and participation;

Monthly PTO meetings are conducted to disseminate information and resources to parents. In addition, parents can make appointments to meet with school staff and staff are expected to be in communication with parents.

11. May adopt and implement model approaches to improving parent and family engagement;

The School District has officially approved implementation of the Dr. Joyce Epstein 's School-Community Partnership Model which provides an outstanding foundation for comprehending and increasing parental involvement. The six-step model consists of: 1. Parenting Activities; 2. Communication Between Parents and School; 3. Volunteering in School or Classroom; 4. Learning at Home Between Parents and Child; 5. Decision-Making for Parents at the School Level; and 6. Collaborating with the Community.

Currently all six steps of the School-Community Partnership Model are implemented at the school.

12. May establish a district wide parent advisory council to provide advice on all matters related to parent and family engagement in programs supported under this section;

The PTO Officers participate in the PTO Leadership Council, which is a city-wide School District organization comprised of all PTO officers in the School District.

13. May develop appropriate roles for community-based organizations and businesses in parent and family engagement activities; and

Community organizations and churches participate in and contribute to school-generated activities and events (Back to School High Fives, Reading Star Volunteers, and PTO donations of book bags and other student needs).

14. Shall provide such other reasonable support for parent and family engagement activities under this section as parents may request.

F. Accessibility –

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.

Flyers are available in English and Spanish.
School Messenger calls are delivered in both English and Spanish.
Translation is provided when possible. The staff and parent leaders assist with translation as needed.
Pocketalk translators are made available to the staff by the district.