



**District/LEA:** 024-090 LIBERTY 53 **Year:** 2025-2026

**Funding Application:** Plan - School Level - 4080 MANOR HILL ELEM. **Version:** Initial **Status:** Submitted

**All check boxes and/or radio buttons marked in this plan and policies indicate an assurance on the part of the LEA and school.**

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## 4080 MANOR HILL ELEM.

### SCHOOL, PARENT AND FAMILY ENGAGEMENT POLICY

**All check boxes marked in this policy indicate an assurance on the part of the school.**

Type of Title I.A program

- Schoolwide  
 Targeted

- This school parent and family engagement policy is developed jointly with, distributed to, and agreed on with parents of participating children, including parents of migrant and EL children. *Section 1116 (b)(1)*

Describe how the school seeks and obtains the agreement of parents to the parent and family engagement policy.

On an annual basis, Manor Hill Elementary schedules a meeting to seek feedback, input, and agreement on the Engagement Policy. The team is comprised of parents, Title I reading teacher, and administration. The plan is then shared with families through a PTA meeting and various school-wide communication tools.

- Parents are notified of the policy in an understandable and uniform format. *Section 1116(b)(1)*

- The school parent and family engagement policy is provided in a language the parents can understand. *Section 1116(b)(1)*

## POLICY INVOLVEMENT

- At the beginning of the school year, the school convenes an annual meeting, at a convenient time, to which all parents of participating children are invited and encouraged to attend. *Section 1116 (c)(1)*
- The agenda reflects that the purpose of the meeting is
  - To inform parents of their school's participation in the Title I.A program
  - To explain the requirements of Title I.A
  - To explain the right of parents to be involved.*Section 1116 (c)(1)*

- The school offers a flexible number of meetings. *Section 1116 (c)(2)*

- Using Title I.A funds, to promote parental involvement the school provides (check all that apply)

Transportation

Child care

Home visits

Funds will not be utilized for these purposes

*Section 1116 (c)(2)*

The school involves parents in an organized, ongoing, and timely way:

- In the planning, review, and improvement of the Title I.A program and if applicable Schoolwide program plan in the school. *Section 1116 (c)(3)*

Describe how parents are involved in the planning, review, and improvement of the Title I.A program and if applicable Schoolwide program plan in the school.

Parents serve on the overall Schoolwide Program Planning Team. They provide feedback and input during the development of the Schoolwide Program Plan. The results from the Comprehensive Needs Assessment is what drives the overall plan.

On an annual basis, the Schoolwide Program Plan is shared with families so they are aware of the plan and strategies utilized to build parent involvement at Manor Hill Elementary. On an annual basis, the Schoolwide Program Planning Team reconvenes to review the Schoolwide Program Plan. These results were shared in the weekly admin newsletter to families.

Families are involved in the Spring Title I.A Evaluation Meeting. They are invited to help with planning, reviewing, and improvement of these plans/policies.

In the planning, review, and improvement of the school parent and family engagement policy. *Section 1116 (c)(3)*

Describe how parents are involved in the planning, review, and improvement of the school parent and family engagement policy.

On an annual basis, a team is convened to review the plan for the next year's School Parent and Family Engagement Policy. The team consists of a Title I reading teacher, parents, and administration. The plan is completed and shared with families at the beginning of the year.

Families are involved in the Spring Title I.A Evaluation Meeting. They are invited to help with planning, reviewing, and improvement of these plans/policies.

The school provides parents of participating children:

Timely information about the Title I.A programs. *Section 1116 (c)(4)(A)*

Describe plans to provide information about the Title I.A programs.

Title I information is communicated at the beginning of the year. Parents receive a paper copy of the Parents Right to Know. Parents are provided and encouraged to sign the School Parent Student Compact for Achievement. The Manor Hill Elementary administrators hold an annual meeting prior to a PTA meeting to share the Engagement Policy and other pertinent Title I information. Additionally, The Manor Hill Team host a biannual community engagement event for families where this data is shared.

- A description and explanation of the curriculum in use at the school, the forms of academic assessments that are used to measure progress, and the achievement levels of the MAP assessment.

*Section 1116 (c)(4)(B)*

Describe methods and plans to provide a description and explanation of the curriculum, academic assessments, and MAP achievement levels.

Manor Hill Elementary communicates district curriculum via the Liberty Public School's district website. Additionally, the curriculum is shared quarterly with the Proficiency-Based Report Cards. Lastly, the curriculum is shared twice annually, one time each semester, through parent-teacher conferences. Results of academic assessments are shared in a timely manner. District assessment results are shared following the assessment. State assessment results are shared in the fall when the scores are released from DESE. A description of the achievement levels is provided.

- Opportunities, as appropriate, to participate in decisions relating to the education of their children. *Section 1116 (c)(4)(C)*
- Responses to their suggestions as soon as possible. *Section 1116 (c)(4)(C)*

## **SHARED RESPONSIBILITY FOR HIGH STUDENT ACHIEVEMENT**

### **School-Parent Compact**

The School-Parent Compact outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. *Section 1116 (d)*

- The school jointly develops with parents of Title I.A served children the school-parent compact.

The school-parent compact will

- Describe the ways in which all parents will be responsible for supporting their children's learning. *Section 1116 (d)(1)*

The School-Parent Compact outlines how parents, the entire school staff, and students will share responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

Parents will agree to-

As a parent/guardian, I pledge to:

- Expect and nurture positive and safe actions of my child
- See that my child attends school regularly and on time
- Encourage completion of all assignments and regular reading
- Engage with the school by talking with my child about school activities

- Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment. *Section 1116 (d)(1)*

This statement will be agreed to by school administration-

As teachers and administrators, we pledge to:

- Provide a safe environment where students can succeed
- Help students grow to his/her fullest potential
- Teach district expectations and state standards
- Maintain open lines of communication with parents and students

- Addresses the importance of communication between teachers and parents on an ongoing basis through, at a minimum

- Conducting parent-teacher conferences at least annually, during which the compact shall be discussed
- Issuing frequent reports to parents on their children's progress
- Providing reasonable access to staff, opportunities to volunteer, and observation of classroom activities
- Ensuring regular two-way, meaningful communication between family members and school staff, and, in a language that family members can understand

## Section 1116 (d)(2)(A) (B),(C),(D)

**BUILDING CAPACITY FOR INVOLVEMENT**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, the school

- Provides assistance to parents, as appropriate, in understanding
    - o the Missouri Learning Standards,
    - o the Missouri Assessment Program,
    - o local assessments,
    - o how to monitor a child's progress, and
    - o how to work with educators to improve the achievement of their children.
- Section 1116 (e)(1)*

Describe plans to provide assistance.

Liberty Public School District has unwrapped the Missouri Learning Standards and written them in easy to understand "I Can" statements. These statements have been published on the district website and are included in the Competency-Based Reporting via PowerSchool. They are also communicated throughout the year as student progress is shared. A parent letter is sent home in the spring prior to the Missouri Assessment Program Grade Level Assessments. The parent letter explains the program along with specific grade levels of students who will participate. Local assessments are shared with families when completed. The results are in an easy to understand format; below, on, or above. When parents have questions or concerns, they are referred to the office and assistance is provided. During conferences, teachers provide ways families can support their child at home. The school counselor and school social worker also contact families to provide support and assistance so families know how to support their child's academic improvement.

- Provides materials and training to help parents work with their children to improve achievement. *Section 1116 (e)(2)*

Describe plans to provide materials and training.

Materials are often shared with families so they can provide academic assistance. Examples are reproducible books, flash cards, high frequency words, and online programs. During parent teacher conferences, teachers provide ways families can support their child at home. The school counselor and school social worker also contact families to provide support and assistance so families know how to support their child's academic improvement.

- Educates teachers, specialized instructional support personnel, principals, and 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. *Section 1116 (e)(3)*

Describe plans to educate school personnel regarding working with parents.

Teachers will work with a consultant/trainer regarding Conscious Discipline to equip educators to integrate social-emotional learning, discipline, and self-regulation so they spend less time policing behavior and more time teaching vital life skills. Finally, teachers engage in learning about building resiliency for all students at Manor Hill Elementary.

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, the school

- To the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. *Section 1116 (e)(4)*

Describe plans to coordinate and integrate.

Manor Hill Elementary routinely communicates district events that would be beneficial for families to attend. Examples of these events are educational trainings, family resource events, and other educational events that would support family participation. Parents of students in the Essential Skills Program are invited to attend regular field trips into the Liberty Community with their child and teachers during the school day. Families of students who participate in the ELD program at Manor Hill are invited to school for all events, including an ELD family night. The Manor Hill Care Team comprised of the school counselor, social worker, school nurse, and administration meet weekly to discuss possible Federal, State, or local resources that families could benefit from such as the Clay County Health Department, Lion's Club vision services, Operation School Bell, Community Christmas Tree, and Backsnack Program.

- 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, in a language the parents can understand. *Section 1116 (e)(5)*
- Provides reasonable support for parental involvement activities under this section as parents may request. *Section 1116 (e)(14)*

### Optional additional assurances

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, the school: (optional; check if applicable)

- Involves parents in the development of training for teachers, principals, and other educators to improve the effectiveness of parent involvement training. *Section 1116 (e)(6)*
- Provides necessary literacy training from Title I funds if the local educational agency has exhausted all other reasonably available sources of funding for literacy training. *Section 1116 (e)(7)*
- Pays reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions. *Section 1116 (e)(8)*
- Trains parents to enhance the involvement of other parents. *Section 1116 (e)(9)*
- Arranges school meetings at a variety of times, or conducts in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend conferences at school, in order to maximize parental involvement and participation. Adopts and implements model approaches to improving parental involvement. *Section 1116 (e)(10)*
- May adopt and implement model approaches to improving parental involvement. *Section 1116 (e)(11)*
- Establishes a districtwide parent advisory council to provide advice on all matters related to parental involvement in Title I programs. *Section 1116 (e)(12)*

May develop appropriate roles for community-based organizations and businesses in parent involvement activities. *Section 1116 (e)(13)*

**ACCESSIBILITY**

In carrying out the parent and family engagement requirements of the Title I program, the school, to the extent practicable,

Provides opportunities for the informed participation of parents and family members, including:

- Parent and family members who have limited English proficiency.
- Parent and family members with disabilities.
- Parent and family members of migratory children.

Provides information and school reports in a format and, in a language parents understand. *Section 1116 (f)*

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