

Title I, Part A School Parent and Family Engagement Policy

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Berkshire 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. Paper copies are also available free of charge in the school office.

Parents and families who would like to provide ongoing input and support for the Policy are encouraged to participate in the School Site Council, the District Advisory Committee, and other parent committees. Families may also share feedback by completing parent surveys distributed throughout the school year. In addition, parents are encouraged to communicate regularly with their child's teacher(s) regarding questions, concerns, and student needs.

Berkshire 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]):

Berkshire's Title I Parent and Family Engagement Policy is developed using feedback from parents and families gathered through monthly Chat-a-Latte meetings, School Site Council (SSC) meetings, English Learner Advisory Committee (ELAC) meetings, and the Title I Annual Review Meeting. Families are also encouraged to provide input through the annual Title I Needs Assessment Survey and the EL Needs Assessment.

The Title I Parent and Family Engagement Policy, in both English and Spanish, is distributed to all families in the Berkshire Parent Handbook. The handbook is shared digitally with all families at the beginning of each school year through ParentSquare, displayed school website and hard copies are provided at 1st Quarter Conferences. Printed copies of the policy are also available upon request in the front office. In addition, the policy is accessible on the District website.

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 share input in developing the upcoming school year's Parent and Family Engagement Policy. These opportunities allow families to provide suggestions or comments and support revisions to the policy, as needed, to ensure it continues to meet all requirements.

1. Annual Informational Title I Meeting (current Parent and Family Engagement Policy is reviewed and discussed)
2. Student Connectedness Survey
3. Title I Parent Survey
4. School Site Council (SSC) Meetings
5. Title I Parent and Family Engagement Activities
6. English Learner Advisory Committee (ELAC) Meetings
7. Monthly Chat-a-Latte Family Meetings
8. Annual Title 1 Review Meeting
9. 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 Parent and Family Engagement Policy is reviewed annually with the District Advisory Committee, which is made up of parents and guardians as well as site and district administrators. The District English Learner Advisory Committee is also provided an opportunity to review the Parent and Family Engagement Policy. Based on the feedback, the policy is updated periodically to meet the parents'/guardians' and schools' changing needs. Parent 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 district's

Parent and Family Engagement Policy can be directed to the Title I Program Specialist(s). The district 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 in their home language, meetings, and committees with translators. 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]):

Berkshire Elementary holds an Annual Title I Informational Meeting each fall. Invitations are shared through ParentSquare, and flyers are available in the front office and sent home in families' home languages. Interpreters and child care are provided to ensure all families can participate. During the meeting, we review the school's participation in Title I and share ways parents can provide input to help guide our 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]):

Berkshire Elementary offers a variety of parent meetings, workshops, and educational events to encourage family participation and involvement in the learning process. These opportunities provide information and training on a wide range of topics, and meetings are held at different times of the day to better accommodate parents' schedules.

Examples of these opportunities include, but are not limited to: Preparing for State Testing, Transitional Meetings to provide information about what the next school year will look like, Family Literacy Classes, Helping Your Child Succeed Using the Computer/Internet, Reading and Math strategies, Using Thinking Maps at Home, Ways to Help Your Child Regulate Their Emotions, Establishing a Bedtime Routine, Eating Healthy Foods, Understanding Differences in Behavior at Home and School, STEM Family Night, and Literacy Night.

Child care is provided at no cost, when available, to support family participation. The Title I Program is also reviewed annually during the Title I Annual Review meeting at the end of the school year. All agendas, notes, and presentations are posted on ParentSquare to ensure families have access to the information.

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]):

Berkshire Elementary involves parents and families in an ongoing, organized, and timely manner in the planning, review, and improvement of our Title I programs and the Title I Parent and Family Engagement Policy through the following opportunities:

1. Annual Parent Surveys
2. School Site Council (SSC) Meetings
3. English Learner Advisory Committee (ELAC) Meetings
4. Title I Parent Meetings
5. Monthly Chat-a-Latte Family Meetings

Survey results and family input are used to inform revisions to the Parent and Family Engagement Policy, School-Parent Compact, and the School Plan for Student Achievement (SPSA).

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]:

Berkshire Elementary involves parents and families in an ongoing, organized, and timely manner in the planning, review, and improvement of our Title I programs and the Title I Parent and Family Engagement Policy through the following opportunities:

1. Annual Parent Surveys
2. School Site Council (SSC) Meetings
3. English Learner Advisory Committee (ELAC) Meetings
4. Title I Parent Meetings
5. Monthly Chat-a-Latte Family Meetings

Survey results and family input are used to guide revisions to the Parent and Family Engagement Policy, School-Parent Compact, and the School Plan for Student Achievement (SPSA).

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, no unsatisfactory comments have been submitted by parents or family members of participating children in Title I, Part A programs regarding the schoolwide program plan. However, if parents or family members determine that the schoolwide program plan is unsatisfactory, the school will take the following actions:

1. The School Site Council (SSC) will review any comments submitted and identify the areas of concern within the schoolwide program plan.
2. The SSC may recommend adjustments or corrections if it determines revisions are necessary.

3. The SSC will review and approve any proposed changes 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])**

Berkshire Elementary supports parents and families in understanding challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and strategies for monitoring their child's progress. This information is shared through English Learner Advisory Committee (ELAC) meetings, Title I Parent Meetings, and monthly Chat-a-Latte family 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.**

Berkshire Elementary provides parents and families with access to materials, resources, and training to support learning at home and improve student achievement. These opportunities are offered, as appropriate, through Monthly Chat-a-Latte meetings, Title I Parent Meetings, additional Title I parent engagement opportunities, Parent/Teacher Conferences, and English Learner Advisory Committee (ELAC) meetings.

- 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.**

Berkshire Elementary provides ongoing training and support for teachers, specialized instructional support personnel, and other staff through regular communication during site-based monthly staff meetings, as well as district-provided professional learning opportunities.

- 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.**

Berkshire Elementary encourages and supports parents by providing a variety of resources, activities, trainings, and strategies to strengthen their ability to participate in their children's education. We invite families to attend learning opportunities, meet with them to discuss available resources, and share helpful information through ParentSquare.

- 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.**

Berkshire Elementary ensures that information related to school and parent programs, meetings, and other activities is provided to families in a format and, to the extent practicable, in a language they can understand. Notices are shared through ParentSquare and provided in paper form.

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

Berkshire Elementary provides additional reasonable support for parent and family involvement activities, as requested, by:

1. Sharing meeting minutes and key information
2. Meeting with families to review and discuss student data
3. Offering opportunities to participate in School Site Council meetings

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.

Berkshire Elementary will, to the extent practicable, inform parents and family members of opportunities to participate in parent and family engagement activities by:

1. Posting information on ParentSquare
2. Sending flyers home in English and Spanish
3. Displaying notices in the front office

Berkshire 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 3/18/2026. 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, 2026.

Amy E. Mensing, Principal Berkshire Elementary School

Name and Title of Authorized Official



Signature of Authorized Official

3/24/2026

Date