South Buffalo Elementary

562 Freeport Road, Freeport, PA 16229

Title I School Level Parent and Family Engagement Policy 2026-2027

The Title I Parent and Family Engagement section of the Every Student Succeeds Act (ESSA), Section 1116(b) requires each Title I school to develop a written parent and family engagement policy that describes the means for carrying out the requirements of Section 1116. The school must ensure that information related to school and parent programs, meetings, and other activities are sent to the parents of Title I children in a format and in a language the parents can understand.

The policy must be:

- developed jointly with and agreed upon by parents and family members of Title I children;
- written in an understandable format and provided in a language parents can understand;
- distributed to all parents and family members if TItle I children;
- made available to the local community; and
- updated annually to meet the challenging needs of parents, family members, and the school.

South Buffalo Elementary involves parents and family members in the planning, review, and improvement of the school's Parent and Family Engagement Policy (ESSA, Section 1116(b)(1)).

- As a component of the Schoolwide Title I planning process, parents are involved in the development/revision/update to the Parent and Family Engagement Policy. A committee is formed (South Buffalo Title I Schoolwide Planning Committee/ Parent Advisory Committee) consisting of the Building Principal, special Services Coordinator, regular education teachers, special education teachers, instructional specialists, parent volunteers, and community member volunteers. The Committee meets six (6) times per year. One of the established meetings (June) is reserved for the review of the existing plan, making revisions, and updating the engagement policy to meet the needs of the parents and school.

South Buffalo Elementary convenes an annual meeting, at a convenient time:
- which all parents and family members of participating children are invited, and encouraged to attend;

- to inform parents and family members of their school's participation as a Title I school; and
- to explain the requirements and the rights of parents and family members to be involved (ESSA, Section 1116(c)(1)).

- Each school year will begin with an opening informational meeting in September (Annual Fall Title I Informational Meeting) where the teachers and administrators are present to discuss the Schoolwide Title I program and explain the processes. Parents will be provided with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, the MTSS process used to provide students with the support they need to succeed, and the achievement levels of the challenging state academic standards. The Title I Schoolwide Plan is reviewed and parents are encouraged to provide feedback, suggestions, and are invited to join the Title I Schoolwide Planning Committee/ Parent Advisory Committee. All parents are invited and encouraged to attend the meeting. In addition, an annual survey/ needs assessment is sent to all parents.

South Buffalo Elementary offers a flexible number of meetings, in the morning and/ or the evening (ESSA, Section 1116(c)(2)).

- Based upon the results of the parents' needs assessment, meetings are scheduled in the evening, during the school day, or in the morning prior to the start of the school day in order to maximize parent participation. Title I funds may be reserved in the budget for facilitation of parent engagement activities, as detailed in the Consolidated Application. The meetings will take place at South Buffalo Elementary in the auditorium, cafeteria, library, POD areas, or individual classrooms based on the number of attendees and the particular topic addressed.

South Buffalo Elementary involves parents, in an organized, and timely way, in the planning, review, and improvement of the Title I program, including the planning, review, and improvement of the school's parent and family engagement program (ESSA, Section 1116(c)(3)).

- Parents are involved in the development/revision/update to the overall schoolwide Title I plan, which includes the revision and improvement of the Parent and Family Engagement Policy. A committee is formed (Title I Schoolwide Planning Committee/ Parent Advisory Committee) consisting of the Building Principal, special Services Coordinator, regular education teachers, special education teachers, instructional specialists, parent volunteers, and community

member volunteers. Meetings are held during the school year to review the existing plan, make revisions, and update the plan (including goals, action plans, professional development, and parent engagement activities) based upon the comprehensive need assessment. Parents are also involved through the committee, for the purpose of revising the Parent and Family Engagement Policy, School-Parent-Compact, and other related Title I forms. The committee meets six (6) times during the school year with a designated meeting allotted for the review and revision of forms, including the School's Parent and Engagement Policy.

South Buffalo Elementary provides parents of participating children with timely information about the Title I program (ESSA, Section 1116(c)(4)(A)).

- Aside from the annual Fall Title I parent information meeting at the onset of the school year (September), South Buffalo Elementary School will notify parents of available parent involvement activities, workshops, and trainings via letters, flyers, notes, emails/ text messages via Blackboard Connect, Title I and School website postings, and social media (Facebook and X). Teachers will routinely send home materials as guided practice with directions for the parents to participate, as well as online resources that can foster involvement. The school will offer assistance to parents and family members on how to monitor a child's progress and work with teachers to improve the achievement of their children. Materials and trainings will be provided to parents in the areas of structured literacy, math, and the use of technology to encourage involvement.

South Buffalo Elementary provides parents of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards (ESSA, Section 1116(c)(4)(B)).

- During the annual Fall Title I informational meeting at the onset of the school year (September), the building principal provides parents and family members with a description of the curriculum used at the school, as well as the forms of academic assessments used to measure student progress, such as PSSA, NWEA MAP, DIBELS, and other formative/ diagnostic assessments. At this meeting, the building principal also reviews the school's prior year scores on the PSSA for ELA, Math, and Science.

South Buffalo Elementary will provides, 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 suggestions as soon as practically possible (ESSA, Section 1116(c)(4)(C)).

- In addition to the annual fall Title I parent information meeting at the onset of the school year (September), opportunities for regular meetings to formulate suggestions and participate in decisions relating to the education of their children occur during the six (6) scheduled Title I Schoolwide Planning Committee/ Parent Advisory Committee sessions, parent trainings and workshops, open house, needs assessments surveys, and parent-teacher conferences during the school year. The building principal and the teaching staff are also available by appointment as needed to discuss with parents any topic related to the education of their children.

South Buffalo Elementary School involves parents and family members in the joint development of the Schoolwide Program Plan under Section 1114 per ESSA (ESSA 1116(5)), as South Buffalo Elementary operates a Schoolwide Program.

- Parents and family members are involved in the joint development of the Schoolwide Program Plan through an invitation to join both the South Buffalo Elementary Title I Schoolwide Planning Committee, as well as the South Buffalo Elementary Parent Advisory Committee. Six (6) meetings are held to develop the plan for the upcoming school year consisting of goal development based upon a teacher and parent needs assessment, plan professional development for the staff with parent input, create parent involvement opportunities through trainings and workshops, and review, revise, and create required Title I forms, such as the School-Parent-Student Compact and School Level Parent and Family Engagement Policy.

South Buffalo Elementary creates a School-Parent-Student Compact jointly with with parents and family members, and the compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement, and the means by which the school and the parents will build and develop partnerships to help children achieve the State's high standards. The South Buffalo Elementary School-Parent-Student Compact:

- describes the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children served in Title I programs to meet the challenging state academic standards, and the ways in which each parent and family member will be

responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time (ESSA, Section (d)(1)); and

- address the importance of communication between teachers and parents and family members on an ongoing basis through, at a minimum:
    - parent-teacher conferences with parents and family members in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
    - frequent reports to parents and family members on their children's progress;
    - reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and ensuring regular two-way, meaningful communication between parents and family members and school staff, and, to the extent practicable, in a language that parents and family members can understand (ESSA, Section 1116(d)(2)(A-D)).

- The South Buffalo School-Parent-Student Family Compact is developed jointly with parents and family members during the Schoolwide Title I Planning process through the work of the Schoolwide Title I Planning Committee/ Parent Advisory Committee. All parents will receive a copy of the collaboratively developed School-Parent-Student Compact on the first day of school as part of the Title I informational resources sent via Blackboard email. The compact will outline how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop partnerships to help children meet the State's high academic standards. The compact, along with all other Title I documents, procedures, policies, and resources will be posted on the District's Title I website as well.
- Parent Conferences are held for all students at least once a year, and additional parent conferences are held for parents whose children require additional services, or who are struggling academically at the request of the school, or at the request of the parent at any point deemed necessary. The school schedules evening conference hours, as well as daytime hours. During this time, teachers review the academic standards, the child's present level of instruction, assessments scores (i.e. DIBELS, NWEA MAP), as well as teacher crafted assessments and instructional strategies. In addition to the scheduled conference dates, the school's reading specialist, RtII specialist, counselor, and

building principal are available upon request to meet with parents to further review progress.

- Numerous opportunities exist to volunteer in the classroom and at school functions, provided parents possess the required clearances. The school will provide direction and assistance to parents to obtain said clearances. The South Buffalo Elementary School will notify parents of available parent involvement activities and will work with them to provide accommodations.

South Buffalo Elementary provides assistance to parents and family members in understanding the challenging state academic standards, state and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children (ESSA, Section 1116(6)(e)(1)).

- Assistance to parents and family members will be provided by the staff of South Buffalo Elementary School through various meetings, conferences, and distribution of resources and materials including, and not limited to: the annual Fall Title I parent meeting (September), parent-teacher conferences, workshops and parent trainings, parent advisory committee meetings, Schoolwide Title I planning committee meetings, website postings, and through the use of the Schoology platform. Teachers will routinely send home materials as guided practice with directions for the parents to participate, as well as online resources that can foster involvement. The school will offer assistance to parents and family members on how to monitor a child's progress and work with teachers to improve the achievement of their children. Materials and trainings will be provided to parents in the areas of literacy and the use of technology to encourage involvement.

South Buffalo Elementary provides materials and training to help parents and family members to work with their children to improve their children's achievement, such as literacy training and using technology including education about the harms of copyright piracy, as appropriate, to foster parent and family involvement (ESSA, Section 1116(6)(e)(1)).

- Workshops are offered in the evening each school year by appropriate school personnel to provide materials and trainings to parents and family members to improve their children's academic performance. Literacy training and the use of technology to facilitate educational growth workshops are offered on a yearly basis. Appropriate use of technology and Internet safety are topics covered in the workshop. Teachers also discuss these items at parent-teacher conferences, and information is posted on the school's Title I website.

South Buffalo Elementary educates teachers, specialized instructional support personnel, and other staff, with the assistance of parents and family members, in the value and utility of contributions of parents and family members, and in how to reach out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school (ESSA, Section 1116(6)(e)(3)).

- South Buffalo Elementary School will provide teachers, instructional support personnel, and other staff, with the assistance of parents, professional development as to the value and utility of contributions of parents and family members, how to reach out to and communicate with parents as equal partners, and build ties between families and the school as part of the Schoolwide Title I planning process. Through this process, parents are involved in developing topics and programming to assist teachers and staff with parent and family outreach, as well as practical methods to develop programming that strengthens the ties between school and home. These topics and trainings are delivered to the staff at building level meetings by the building principal with assistance from parents. Staff follow-up meetings are conducted to reinforce these topics, and one dedicated after school staff meeting in October each year is utilized for additional professional development to staff utilizing training materials/ skits from the State Parent Advisory Council (SPAC).

South Buffalo Elementary, to the extent feasible and appropriate, coordinates, and integrates parent and family member involvement programs and activities with other federal, state, and local programs including public preschool programs, and conducts other activities that encourage and support parents and family members in more fully participating in the education of their children (ESSA, Section 1116(6)(e)(4)).

- Interested parents and family members are involved in the School's Early Childhood Outreach Program, as well as the development of kindergarten readiness programs with local preschools. The school, with parent assistance offers transition activities to preschool facilities and pre-school aged children and their families, including, but not limited to, early childhood literacy. These programs are coordinated with the Early Learning Connection Head Start and Pre-K Counts program and ARIN IU 28 Early Intervention Program.

South Buffalo Elementary ensures that information related to school and parent and family member programs, meetings, and other activities is sent to the parents and family members of participating children in a format and in a language the parents and family members can understand (ESSA, Section 1116(6)(e)(5)).

- The building principal will ensure that all communications with families of participating children are translated as appropriate to meet the needs of parents and families whose primary language is not English.

South Buffalo Elementary, to the extent practicable, 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) (ESSA, Section 1116(7)(f)).

• The building principal will ensure that all communications with families of participating children are translated as appropriate to meet the needs of parents and families whose primary language is not English. Interpretive services will be contracted as needed.

South Buffalo Elementary ensures distribution of the policy to all parents and family members with a child participating in a Title I program by the following means:

- Distribution of the School-Level Parent and Family Engagement Policy will be distributed via Blackboard email to all families of the South Buffalo Elementary School on the first or second day of school as part of the students' first day's information distribution. It will be posted on the School's Title I website, distributed at the annual Fall Title I Parent Informational Meeting, as well as its availability in the school office.