CHISHOLM TRAIL ELEMENTARY SCHOOL

PARENT AND FAMILY ENGAGEMENT POLICY
ESSA SECTION 1116

2026-2027

1. Chisholm Trail Elementary shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of ESSA Section 1116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. Section 1116 (b)(1) & (e)(5)

- **CEIC meetings, scheduled four times per school year.**
    - **November 3, 2026**
    - **January 5, 2027**
    - **March 2, 2027**
    - **May 4, 2027**

- **PTO Meetings**
    - **August 11, 2026 @ 4:15pm**
    - **September 8, 2026 @ 5pm**
    - **October 13, 2026 @ 4:15pm**
    - **November 10, 2026 @ 5pm**
    - **December 8, 2026 @ 4:15pm**
    - **January 12, 2027 @ 5pm**
    - **February 9, 2027 @4:15pm**
    - **March 16, 2027 @ 5pm**
    - **April 13, 2027 @ 4:15pm**
    - **May 11, 2027 @ 5pm**

- **Title Meetings**
    - **September 8 @ 6:00 pm**
    - **September 22@ 8:30am**

2. *Chisholm Trail Elementary* 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 under this part and to explain the requirements of this part, and the right of the parents to be involved; Section 1116 (c)(1)

- **CEIC meetings, scheduled four times per school year.**
    - **November 3, 2026**
    - **January 5, 2027**
    - **March 2, 2027**
    - **May 4, 2027**
- **Title I Meetings**
    - **September 8 @ 6:00 pm**
    - **September 22@ 8:30am**
- **Parent Survey**
    - **Once each semester**

3. Chisholm Trail Elementary shall 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 parental involvement; Section 1116 (c)(2)

- **Annual Title I Meetings, with flexible times for morning and afternoon/evening.**
- **Posted on Campus Website**
- **Notices of meetings will be sent home, in English and Spanish.**
- **Parent Square will be utilized to communicate by email.**
- **Reminders of meetings sent out via Parent Square.**

4. Chisholm Trail Elementary shall 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 and the joint development of the schoolwide program plan under section 1114(b) (Campus Improvement Plan), 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; Section 1116 (c)(3)

- **Annual Title I Meeting**
- **Letters sent home to parents with student assessment results as soon as results are released by TEA.**
- **Postings on district and campus websites.**
- **Progress Reports**
    - **August 22, 2025**
    - **September 12, 2025**
    - **October 10, 2025**
    - **November 7, 2025**
    - **December 5, 2025**
    - **December 19, 2025**
    - **January 30, 2026**
    - **February 20, 2026**
    - **March 20, 2026**
    - **April 17, 2026**
    - **May 6, 2026**

- **Report Cards**
  - **October 10, 2025**
  - **December 19, 2025**
  - **March 6, 2026**
  - **May 22, 2026**

5. Chisholm Trail Elementary shall 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 of 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 practicably possible; Section 1116 (c)(4)

Posting all regular meetings and information on the school website, and notices sent home with students. This includes the following scheduled meetings and any additional as requested by parents.

- **Parent/Teacher Conference where the School-Parent Compact is provided, focusing on individual student achievement.**

6. If the schoolwide program plan (Campus Improvement Plan, CIP) under section 1114(b) is

not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. Section 1116 (c)(5)

- **CEIC will review and revise the campus plan and provide updated information.**

7. To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, Chisholm Trail Elementary shall: Section 1116 (e)

(i) provide assistance to parents of children served by the school, 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; Section

1116 (e)(1)

- **The state's academic content standards.**
- **The state's student academic achievement standards.**
- **How to monitor their child's progress, and how to work with educators:**
    - **Meet The Teacher Event--**
    - **Parent / Teacher Conference Day-- academic standards and assessments will be discussed with parents.**
    - **Participation in ARD meetings by explaining topics as related to individual student's IEP.**
    - **Parent conferences requested by parents or school staff.**
    - **504 meetings by explaining the above requirements as related to the individual student's 504 plan.**

(ii) 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 (including education about the harms of copyright piracy), as appropriate, to foster parental involvement; Section 1116 (e)(2)

- **Instructions for homework sent out via parent square**
- **Parent conferences will be utilized to train and provide materials for parents about subject specific content.**

(iii) educate 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)

- **Dyslexia Parent Night offered by Sanger ISD**
- **ESL Parent Night offered by Sanger ISD**
- **Sanger ISD Outreach/ Center.**

(iv) 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; Section 1116 (e)(4)

- **Family Literacy Nights**
- **Music Programs**
- **PTO Buckaroo Race**

(v) provide such other reasonable support for parental involvement activities as parents may request. Section 1116 (e)(14)

- **Sanger ISD Outreach/Crisis Center**
- **Dyslexia Parent Night**

Although ESSA statute does not require the School Parent and Family Engagement Policy to be approved by the school board, the LEA may require Board adoption. Refer to your “policy on policies” and follow the more restrictive requirement.

If required... This policy was approved by <*Name of LEA*> *on* <*mm/dd/yy*>.

Signed by Authorized Official: _____

Date: _____

IMPORTANT NOTE: This template will assist a school when developing a school parent and family engagement policy. For purposes of TEA validation, the school policy validation will review the items in this template as well as items that are a part of the school-parent compact. For more details contact your title I, Part A ESC contact.