

School Title I Parent and Family Engagement Policy Sample

_____ **Elementary School** will involve parents in regular, two-way meaningful communication addressing student achievement and ensuring:

- that parents and family members play an integral role in assisting their child's learning,
- that parents are encouraged to be actively involved in their child's education, and
- that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees, to assist in the education of their child.

In compliance with Section 1116(a)(2), of the Every Student Succeeds Act (ESSA), _____

Elementary School agrees to implement statutory requirements to:

- Involve parents and family members in the joint planning and development of the district's Title I plan through representation on the district ESSA team and participation in fall and spring ESSA meetings.
- Involve parents in an Annual Local Review of the Title I Program and use the results of the Annual Review to address any identified barriers to parental participation. The Annual Review will be conducted each spring and will include an analysis of state and local assessment data, a review of grade level needs and services provided, parent/teacher/and/or student survey data, and a summary analysis of the effectiveness of Title I Services.
- Involve parents in the development, implementation, and review of Parent School Compacts. The compact will be discussed and signed during fall parent-teacher conferences and reviewed during spring conferences. The compact will also be posted on the district website.
- Involve parents and family members in the planning and development of effective family engagement activities through representation on each building's Title I Needs Assessment/Evaluation Committee or Schoolwide Committee. Committee meetings will be scheduled flexibly with the needs of parents and family members in mind, including providing transportation to meetings, child care, or home visits, as needed.
- Build the schools' and parents' capacity for family engagement by:
 - Providing parents with information on grade-level curriculum, achievement levels of state academic standards, assessments, requirements of Title I, monitoring their child's progress, and working with educators. Information will be provided during an annual fall meeting, through quarterly progress notices, at parent-teacher conferences, in the district newsletter, and on the district website.
 - Provide materials, resources and training to help parents and families work with their children to improve academic achievement. Resources will be provided in classroom newsletters and communications, through the school IMC, and the Family Resource Center. Parent trainings and family education nights will be planned each year based on the school needs assessment and may include a family Literacy Night, Math Night, etc. A Book Bag Program will be implemented in grades K-3.
 - Communicating regularly with parents in clear and understandable terms. This will include opportunities for parents to participate in decision-making roles, volunteer opportunities, quarterly Title I meetings, classroom newsletters, an annual parent survey, parent school compacts, and parent-teacher conferences. Parent-teacher meetings will be scheduled at any time, as requested by parents.
 - Coordinating parent and family engagement activities with other federal, state, and community programs, including preschool and after-school programs, etc.
 - Providing educators, school leaders, and other school staff with opportunities to strengthen their knowledge and skills to reach out to, communicate with, and work with parents and families as partners in student achievement and school improvement. Parents serving on each building's Title I Needs Assessment/Evaluation Committee or Schoolwide Committee will help develop professional development opportunities.

This _____ **Elementary School Parent and Family Engagement Policy** has been developed jointly with, and agreed on with, parents of children participating in Title I programs as evidenced by meeting minutes.

This policy was adopted by the School District of _____ on mm/dd/yy. The district will distribute this policy to all parents of participating Title I children.

Signature of Authorized Representative

Date