

SCHOOL DISTRICT OF PHILADELPHIA

ANNE FRANK ELEMENTARY SCHOOL

PARENT INVOLVEMENT POLICY

2017 - 2018

PART I. GENERAL EXPECTATIONS

Each school in its School-wide Parental Involvement Policy must establish the school's expectations for parental involvement. *[Section 1118(a)(2), ESEA.]*

The *Anne Frank Elementary School* agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this district wide parental involvement policy into its School District of Philadelphia plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the School District of Philadelphia's plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.

- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring

(A) that parents play an integral role in assisting their child's learning;

(B) that parents are encouraged to be actively involved in their child's education at school;

(C) 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;

(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

- The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The ***Anne Frank Elementary School*** will take the following actions to involve parents in the joint development of its school-wide parental involvement plan under section 1112 of the ESEA:

1. Parents will be included in the decision making process of the Title I Budget and School Instructional Plan through their involvement in the Coordination of Efforts Team, Home and School Association, Professional Development Days and School Improvement Planning Meetings. Dates: September 27, 2017, December 8, 2017, March 16, 2018, April 27, 2018

2. The ***Anne Frank Elementary School*** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA: November 20- 22, February 14-16, April 19- 21

- Report Card Conferences
- Handbook-
- Calendars
- Newsletters
- Parent Packet
- Telephone Calls
- Parent Workshops and Meetings
- Parent Committees
- Title I Parent/School Compact
- Professional Development Days

- Bulletin Boards throughout the school
 - Posters
 - Display Rack
 - PA System
 - Community Newspaper
 - Parent/Teacher/Principal Conferences
 - Principal/Teacher Letters
 - English Program for Non-Speakers
 - Bilingual Counseling Assistant
 - Twitter
3. The ***School District of Philadelphia*** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

In collaboration with the Philadelphia Home and School Council, the School District will provide workshops to schools on parent involvement:

- Provide professional development for new and existing Principals and other administrators on how to involve parents/caregivers effectively
 - Train and deploy staff with parental involvement duties (e.g., Community Builders and Bilingual Counselor Assistants) to assist school sites in implementing parent involvement
 - Make available the staff of the Office of Educational Equity, Office of School Support, and Office of Language Access Services and Community Outreach and regional staff for technical assistance
 - Coordinate through regional NCLB District Liaisons technical assistance to schools and parent organizations, including Home and School Associations
 - Provide coordination of professional development efforts through the Office of Professional Development
4. The ***Anne Frank Elementary School*** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:
- ESOL Program
 - Think Through Math Program
 - Accelerated Math
 - Experience Core
5. The ***Anne Frank Elementary School*** will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A programs. The evaluation will include identifying barriers to greater participation by parents in

parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

At our *Parent Meeting* on September 13, 2017, an evaluation of the Parent Involvement Policy will be conducted. The Home and School officials and the Principal will jointly run the meeting. Surveys will be administered to determine parent interest and need. When areas of concerns are identified, a plan of action will be developed.

6. The ***Anne Frank Elementary School*** will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The ***Anne Frank Elementary School*** will, with the assistance of the School District, provide assistance to parents, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- the State's academic content standards,
- the State's student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Title I-Part A,
- how to monitor their child's progress, and
- how to work with educators.
- *Back to School Night* – September 27, 2016 at 6:00 PM – Parents will meet in the auditorium for a short meeting to discuss PSSA results, school rules and upcoming events. They will then go to their child's classroom for a general meeting with their child's teacher.
- Home and School Meetings (Monthly) – Executive Board and Principal will meet with parents to discuss school functions and answer any questions parents might have.
- Special Title I Meeting – September 13, 2017 at 9:00 AM – Parents will meet to discuss the Parent Compact, Parent Involvement Policy and the spending of Title I funds.
- Report Card Conferences – Parents meet at a scheduled time with their child's teacher to discuss student's progress.
 - November 20, 21 and 22, 2017
 - February 14, 15 and 16, 2017
 - May 2, 3, and 4, 2018
- Professional Development Days

- Student Recognition Events – Pizza Party in June for all members of the School Safety Patrol, Student Council Representatives and all students who had perfect attendance for the school year. Also the Home & School Association sponsors an ice cream party for the class who had the most family memberships, etc.
- Parent Recognition Events – *Muffins With Mom Day, Donuts With Dad Day* and *Special Persons' Day* – Children have breakfast with their parents or special persons.

B. The ***Anne Frank Elementary School*** will, with the assistance of the School District, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology (September 13, 2017, November 20-22, February 14-16, May 2- 4) as appropriate, to foster parental involvement, by:

- Math Games
- Graduation Promotion Guidelines
- Math, Reading and Science Curriculum and Materials
- Make and Take Workshops
- Parenting Tips
- Read to Your Child
- Comprehensive Student Assistance Program
- Special Education Procedures

C. The ***Anne Frank Elementary School*** will, with the assistance of the School District, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by: P.D- October 27, 2017

Parents receive information concerning the Professional Development Days for staff through newsletters, calendars and flyers. The Professional Development and Leadership Team Meetings have time dedicated to the SIP. Parents are invited and participated. As we monitor our plan and find that revisions are needed, the team, parents included, will meet to make decisions that will further help student achievement.

D. The ***Anne Frank Elementary School*** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start and Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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, by:

- Meet with Pre-School and After School Providers from the community

- E. The ***Anne Frank Elementary School*** will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

Communication: Each month, the principal and other staff members contribute to a parent packet that includes a newsletter, calendar, twitter and informational flyers. Topics in the newsletter include information from the nurse regarding health and nutrition, from the counselor regarding parenting tips, and community and school resources. The packet keeps parents up to date regarding school policies, procedures and events. In addition, letters from the principal and classroom teachers are sent home whenever information needs to be conveyed to parents. These materials are in understandable and parent friendly language and are available in multiple translations if needed.

Monthly, at Home and School Meetings, we highlight School District Initiatives such as the Student Code of Conduct, K-5 report cards, math, science and reading curriculum and materials and how to prepare students for the Benchmarks and the PSSA. The time spent focuses on how parents can help their children, parental issues and concerns and Home and School Association questions and topics.

During the year, parents are invited to participate in *Meet The Teacher Night*, Food Drives, Sports Events, Professional Development Days, School Planning meetings, School Advisory Council Meetings, Picture Day, and Report Card Conferences.

Parents have been informed that the school is always open to them. The teachers and principal have an open door policy and are available for their visits, questions, concerns and assistance.

PART III. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation to enable parents to participate in school-related meetings and training sessions;

- Training parents to enhance the involvement of other parents;
- Arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school, in order to maximize parental involvement and participation in their children’s education;
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.]

PART IV. ADOPTION

This *Anne Frank Elementary School Parental Involvement Policy and School/Parent Compact* has been developed jointly with, and agreed on with, Julie Baker, President, of the Anne Frank Home and School Association, and parents as evidenced by our *Title I Meeting* on September 13, 2017.

The school will distribute this policy to all parents on or before September 27, 2017.

Parent Signature

Mickey Komins, Principal

Parent Signature

September 27, 2017
Date