



Lewis C. Cassidy Academics Plus School's Parent and Family Engagement Policy

***School Year 2019-2020
Revision Date: {03/19/19}***

In support of strengthening student academic achievement, **Lewis C. Cassidy Academics Plus School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Lewis C. Cassidy Academics Plus School** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, 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 the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, 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 ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA 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.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) 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) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT
REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

Section A: JOINTLY DEVELOPED

Lewis C. Cassidy Academics Plus School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

- **We are committed to capturing and including parent input. To that end we will host Winter and Spring Parent input meetings. Additionally, we will conduct parent surveys and hold monthly SAC meetings.**

Section B: ANNUAL TITLE I MEETING

Lewis C. Cassidy Academics Plus School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

- **During the first 30 days of school we will host our annual Back to School Night during that time we will provide information about our Title 1 Program at Cassidy. Additionally, parents will be provided with copies of our Parent and Family Engagement Policy via our student handbooks and folders.**

Section C: COMMUNICATIONS

Lewis C. Cassidy Academics Plus School will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) 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.

Our Parent and Family Engagement Policy will be printed and sent home with all students. It will also be placed on our website and on ClassDojo. Additionally, we will update parents via the following means:

- 1) **Monthly calendars and parent letters with updates and meeting notices**
- 2) **Posts on Class Dojo**
- 3) **Use of robocall/text and email feature on SIS messenger**

Section D: SCHOOL-PARENT COMPACT

Lewis C. Cassidy Academics Plus School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which

the school and parents will build and develop a partnership to help children achieve the state's high standards.

- **The Leadership Team will host several sessions with teachers in order to get input on best practices for parent contact and engagement. We will then meet with parents to get their input.**

Section E: RESERVATION OF FUNDS

Lewis C. Cassidy Academics Plus School will take the following actions to 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 parent and family engagement is spent by:

- **During the Winter Title 1 Parental Input Meetings (2:one am and 1 pm) parents will have the opportunity to give input on how funds are used.**

Section F: COORDINATION OF SERVICES

Lewis C. Cassidy Academics Plus School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement 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 by:

- **Cassidy partners with the following organizations to support students/families:**
 - o Experience Corp
 - o SJU
 - o Bryn Mar College
 - o Mayor's Office on Literacy's Foster Grandparent Program

All of these partners work with us to host several annual events to support families, such as Literacy Alive where we share information on reading, host fun events for students and provide information on reading strategies for families. Additionally, Experience Corp hosts several literacy events throughout the year in which they bring in local authors and other conduct literacy based activities.

Section G: BUILDING CAPACITY OF PARENTS

Lewis C. Cassidy Academics Plus School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

1. Providing parents 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; and
2. Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - a) The challenging State's academic standards

- b) The State and local academic assessments including alternate assessments
- c) The requirements of Title I, Part A
- d) How to monitor their child's progress
- e) How to work with educators to improve the achievement of their child
- **Cassidy supports parents by providing literate on student reading levels, we also send home interim reports at the midpoint of each quarter. Additionally, we hold report card conferences. Lastly, we hold at least 2 academic parent meetings in which parents can learn about PA Common Core Math and ELA standards and how they can help; their students excel on the PSSA.**

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Lewis C. Cassidy Academics Plus School will provide training to 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 by:

- **At least 2 times per year (August and January) Cassidy staff will participate in Professional development on Parent Engagement/ Parents as Partners.**

Lewis C. Cassidy Academics Plus School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- **We will provide translated documents for families that do not read/speak English.**

PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS

Cassidy will gather parent concerns during the monthly SAC meeting and via Concern Forms and provide feedback and supports and teachers in order to Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.

- **Cassidy will host at least 2 Parent meetings on Common Core ELA standards in order to provide necessary literacy training for parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.**
- **Cassidy will utilize Title 1 Parental involvement funds in order to pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.**
- **Cassidy will utilize the FACE office to train and engage parents on the School Advisory Council to recruit other parents in order to train parents to enhance the engagement of other parents.**

- **Cassidy will conduct surveys to determine needs of parents in order to maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.**
- **Cassidy will work with the FACE office in order to adopt and implement model approaches to improving parent and family engagement**
- **Cassidy will develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.**