

Benjamin Franklin Elementary School Parent and Family Engagement Policy

***School Year 2018-2019
Revision Date: 04-11-2018***

In support of strengthening student academic achievement, Benjamin Franklin Elementary 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 Benjamin Franklin Elementary 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

Benjamin Franklin Elementary 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.

- **Winter/Spring Title I parental input meetings**
- **Student Advisory Council (SAC) meetings**
- **Parent input on surveys**
- **Parent conferences**
- **Back to School night**
- **This Parent and Family Engagement Policy was jointly developed at a meeting on April 24th, 2018. Next year's policy will be developed at the Spring Title I parent meeting.**

Section B: ANNUAL TITLE I MEETING

Benjamin Franklin Elementary 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.

- **These topics will be addressed during the Annual Title I meeting on Back to School Night, no later than 09-30-2018.**

Section C: COMMUNICATIONS

Benjamin Franklin Elementary 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.

- **Provide all communication to parents/guardians in their native or first language**
- **School Messenger automated calls, emails and texts**
- **Flyers**
- **School Monthly Calendars**

- **Thursday Folders**
- **Your preference related to the timing of parent meetings is gathered on the parent survey. We encourage families to complete the survey to provide us with your feedback.**

Section D: SCHOOL-PARENT COMPACT

Benjamin Franklin Elementary 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.

- **This Parent and Family Engagement Policy and the School-Parent Compact was jointly developed at a meeting on April 24th, 2018. Next year's School-Parent Compact will be developed at the Spring Title I parent meeting.**

Section E: RESERVATION OF FUNDS

Benjamin Franklin Elementary 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:

- **The school will host a Winter Title I meeting and utilize the feedback from parents/guardians in addition to creating a the Family Capacity Family Engagement Survey.**

Section F: COORDINATION OF SERVICES

Benjamin Franklin Elementary 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:

- **Parent Portal**
- **FACT workshops**
- **Parent resource room at the School District of Philadelphia offices**
- **Family Engagement Liaison from the FACE office**
- **Salvation Army before/after /summer school programs**
- **Project Learn**
- **AARP volunteers**
- **Project GIVE**
- **NET Behavioral Health**
- **Eat Right Now nutrition program**
- **Town Watch**
- **CADE Kids**

Section G: BUILDING CAPACITY OF PARENTS

Benjamin Franklin Elementary 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

- **Back to School Night will address academic standards, assessments, Title I requirements, how to monitor your child's progress, how to work with educators, and an overview of the curriculum.**
- **Usage of Parent Portal**
- **Online intervention programs that children can utilize at home**
- **Communication applications such as Class Dojo and Remind**
- **Summer literacy materials to send home during summer break**
- **Parent conferences**
- **Through communication applications such as Class Dojo and Remind**
- **Send "Home activities" at least once a month**
- **Interim and quarterly progress reports**
- **Parent workshops, meetings on curriculum and instructional programs**
- **Meetings and conferences with the Family Engagement Liaison**
- **Attendance at Data Team meetings**

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Benjamin Franklin Elementary 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:

- Professional development will be offered for staff and teachers about how to communicate with parents and works with families as equal partners. The results of parent surveys will inform the topics for discussion during the PD.

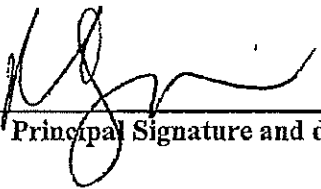
Benjamin Franklin Elementary will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- Open communication among teachers and parents/guardians
- Utilize Family Engagement Liaison at the school, provided by the SDP
- Involve more community members, parent volunteers, and stakeholders within the community

PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS

Benjamin Franklin Elementary will:

- Train parents to enhance the engagement of other parents
- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training
- 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
- To maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct phone conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities



Principal Signature and date

5/24/18