

SCHOOL DISTRICT OF PHILADELPHIA

Stephen Girard SCHOOL

PARENT AND FAMILY ENGAGEMENT 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 _____ Stephen Girard _____ 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 Stephen Girard 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:

Parents are invited via flyers sent home, automated phone calls, and calendars to participate in the joint development of Girard's Parent and Family Engagement Policy and School-Parent Compact. Parents, in conjunction with administration and the leadership team, participated in the development of the plan during a meeting which occurred on September, 26, 2017. We feel this will help to promote parental involvement.

2. The School District of Philadelphia will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Parents are encouraged to take part in the writing and development process for our School Improvement Plan and budgeting process. This meeting occurred on March 28, 2017. The Home and School Association will have ongoing input. Parent reminders for meetings are sent home as well as automated phone calls and the meeting was advertised on the school website.

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 Grants Compliance Monitor, School-based School Improvement Support Liaison, School-Community Liaisons, Philadelphia Home and School Council (PHSC), Title I Parent Advisory Committee, The Philadelphia Right to Know Educational Task Force, PARENT POWER, and other parent groups, provide workshops to schools on parent engagement.
 - Provide professional development by parents/caregivers for new and existing principals and other administrators on how to develop promising partnerships with parents/caregivers.
 - Train new and existing staff with parental engagement duties (e.g., School Improvement Support Liaisons, School-Community Liaisons, School Community Coordinators, and Bilingual Counselor Assistants) to assist school sites in implementing parental engagement.
 - Make available the staff of the Office of Educational Equity, Office of Specialized Instructional Support, and Office of Parent, Family, Community Engagement and Faith-based Partnerships, and staff of the Assistant Superintendents for technical assistance.
 - The Title I Office will provide technical assistance to schools and parent organizations, such as the Title I Parent Advisory Committee (PAC), Home and School Associations, The Philadelphia Right to Education Task Force, PARENT POWER, and other organized parent groups.
 - Provide coordination of professional development efforts through the Office of Instruction and Leadership Support.
 - Provide workshops to parents on supporting student achievement and parent engagement.
 - Provide training and other information to School Advisory Councils (SACs). By November 2011, each SAC will outline how they plan to work with Title I PREP parents to schedule turn-around trainings for parents within their schools.
 - Regional PREP parents will serve as advisors to principals and SAC members on how to address the needs of students and parents in their school's Action Plan and Title I Budget.
 - In compliance with Imagine 2014, facilitate parent and family access to teachers and principals.
4. The **School District of Philadelphia** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Insert programs, such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:
- Pre-K teachers come and meet with the kindergarten staff and learn expectations for kindergarten. We host a "Get Ready For Kindergarten" assembly for expected parents. At that time, Pre-K parents and students are exposed to kindergarten roles, responsibilities, and expectations. Although Girard does not house any Pre-K programs, we host a few Open houses in the Spring for potential kindergarten students and their parents. This helps to familiarize parents with the expectations for kindergarten and allows them to meet school administration and teachers.
5. The **Stephen Girard 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.

In the beginning of the year, we distributed surveys asking the parents to provide us with input for both the School Improvement Plan and topics for workshops/meetings. We are using this information to help us identify parental needs and areas of interest. Questionnaires will be distributed during report card conferences to gain feedback from parents and Administration will review the results to discuss with the Leadership to determine areas of concern. Translations are available, if needed.

6. The Stephen Girard 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 Stephen Girard 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.

We will develop a monthly calendar to address the above topics. The following persons will support us in providing these workshops: our Grants Compliance Monitor (requirements of Title I), school based teacher leaders and administration (content standards, assessments, monitoring a child's progress and how to work with educators).

B. The Stephen Girard 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, as appropriate, to foster parental involvement, by:

It is our goal to have the above mentioned workshops help parents work with their child at home in order to improve their academic achievement. There will be ongoing requests through the Home and School Association, school, newsletters and monthly calendars to get parents involved in any/all aspects of their child's education. We participate in Reading Is Fundamental so that the children can take books home and read with an adult or older sibling. During a meeting, we will show/remind parents how to track their child's progress using the School District's FamilyNet.

- C. The Stephen Girard 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:

The Girard Elementary School will, with the assistance of the School District, educate its teachers, pupil services personnel, principal 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. Teachers are required to contact parents on a regular basis through letters, phone calls, and notes. Parent/teachers are encouraged to work together to make the child's educational experience a positive and rewarding one. Parent conferences are scheduled regularly during the report card times. Parent are consistently being recruited to work in the school, classroom, or to chaperone on trips. Parents are also given open lab times to come in and use the computers/printers to access clearances- staff is provided to assist with these tasks. Parents were given the opportunities on the following dates: 10/3, 10/10, 10/17, 10/24, 10/31. These meetings were facilitated by both the counselor and the SBTL.

- D. The Girard Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, 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:

The Girard Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities such as parent resource centers to encourage and support parents to fully participate in the education of children. Parent resources are located in the library/IMC. There are pamphlets and resources about helping children be better readers, as well as curriculum materials that can be used at home. Parents also have allotted times to have access to the Internet and printers to complete clearances and learn about the computer based programs that are available to the students.

- E. The Stephen Girard 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:

All letters and other forms of communication from the School District of Philadelphia and the school are sent home in the child's native language. Although we do not have a large ELL population, translations are available if needed. The FACE office strives to bridge the gap between the school and the ELL parents.

PART III. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The School's Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

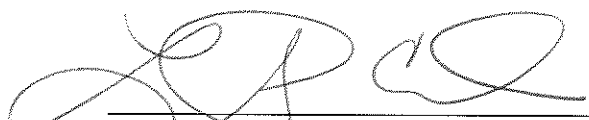
- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of 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 Girard School's Parental Involvement Policy has been developed jointly with, and agreed on with, parents as evidenced by Elita Smith.

The school will distribute this policy to all parents on or before October 31, 2017.



(Signature of Principal)
10/27/17

(Date)