

Francis Hopkinson Elementary School
Parent and Family Engagement Policy

School Year 2019-2020
Revision Date: 3-11-19

In support of strengthening student academic achievement, **Francis Hopkinson 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 **Francis Hopkinson 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

Francis Hopkinson 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.

- Winter & Spring Title I Parental Input Meeting
- Monthly Parent Meeting
- This Parent and Family Engagement Policy and School-Parent was updated during the Spring Title I meeting held on March 11, 2019.

Section B: ANNUAL TITLE I MEETING

Francis Hopkinson 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.

The Annual Title I Meeting will be held during Back to School Night which is scheduled for September 2019. At this time, the principal or designee will share information about the requirements of Title I part A, parent rights to know, state and local assessments including the PSSAs, school curriculum, how to work with educators and to track student progress. At this meeting, we will provide various resource tables for parents.

Section C: COMMUNICATIONS

Francis Hopkinson 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.

- Communications are sent to parents via the following methods:
 - Monthly Parents Calendar
 - School & District Flyers
 - Shared during Back to School Night
 - Monthly parents meeting
 - Parent Portal

Section D: SCHOOL-PARENT COMPACT

Francis Hopkinson 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.

Parents are invited to provide feedback to update the School-Parent Compact during our Spring Title I meeting. The 2019-20 Parent and Family Engagement Policy and School-Parent was updated during the Spring Title I meeting held on March 11, 2019

Section E: RESERVATION OF FUNDS

Francis Hopkinson 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:

- Parents are invited to the Winter Title meeting to review the school budget and priorities with the school leadership team. During this meeting, parents can give feedback into how the 1% parental involvement set aside funds are budgeted. This year, the Winter Title I Parental Input Meeting was held on December 10, 2018 for parents to provide input on how Title I funds will be used.

Section F: COORDINATION OF SERVICES

Francis Hopkinson 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:

- Work in collaboration with FACE office
- Host Parents Café, to discuss priorities and needs with the leadership team/Principal
- Working in collaboration with Concilio
- Bilingual-Spanish Counselor Assistants
- Working in collaboration with Eat Right Now

Section G: BUILDING CAPACITY OF PARENTS

Francis Hopkinson 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:
 - The challenging State's academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child

- **Annual Title I Meeting**
- **Spring Title I Meeting**
- **Winter Title I Meeting**

- Literacy/Math Workshops
- Family Engagement Liaison will facilitate monthly parent volunteer orientation
- Math-Bingo Night
- Parent-Teacher Conferences
- Parents Cafe
- In the Spring, a meeting will be held to review data to write the School Improvement Plan and the federal Requirement Addendum.
- Provide workshops to parents on supporting student achievement:
 - Positive Discipline
 - How to help with homework
 - Literacy Centers
 - Math Games
 - Computer Intervention Programs

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Francis Hopkinson 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:


Hopkinson staff will participate in professional development in the Fall on Parent Engagement/ Working with Parents as Equal Partners. The results from parent surveys will be presented to staff as part of these PD sessions.

Francis Hopkinson School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- Train parents to enhance the engagement of other parents.

PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS

- Encourage and motivate parents to attend the FACE Workshops and classes that The School District offer through the year.


Principal Signature

10/24/19
Date