

WILLIAM MCKINLEY ELEMENTARY SCHOOL

PARENT & FAMILY ENGAGEMENT POLICY

2020-2021 School Year

Revision Date 04/30/20

In support of strengthening student academic achievement, William McKinley Elementary 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 William McKinley Elementary 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

William McKinley Elementary 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.

- **Parents were invited to attend a meeting on April 30, 2020 to review and update the 2020-21 Parental and Family Engagement Policy.**
- **The Schoolwide Plan was reviewed/revised with parents on January 17, 2020.**
- **Title I guidelines and Title I related issues will be reviewed during subsequent parent meetings throughout the year. An end of the year meeting will be set up to reflect, review, and revise the plan. This meeting will take place at a time convenient to all parents.**

Section B: ANNUAL TITLE I MEETING

William McKinley Elementary 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 McKinley's Back to School Night in September 2020 and during the first parent meeting of the school year, parents will be informed of the Title I requirements.**

Components to be reviewed will include:

- **Title I part A requirements – Parent Rights**
- **Keeping Parents Involved & Informed**
- **Parent/School Compact**
- **Parent and Family Engagement Policy**
- **Building Parents' Capacity**
- **PSSA/Keystone Data**
- **Teacher Qualifications**
- **School Title I Budget**
- **1% Family Engagement Set-Aside**
- **School Comprehensive Plan**
- **Working with educators**
- **Monitoring Student progress**

Section C: COMMUNICATIONS

William McKinley Elementary 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.

- **The school communicates with parents on Communication Wednesdays. All correspondence is made available in parent-friendly language in English and Spanish. Parents are reminded of additional supports available through our Bilingual Counselor Assistant, other bilingual staff members, and the parent volunteers that regularly support at the school. In addition, the monthly parent meetings serve as a forum for parents to discuss and evaluate the schoolwide plan, Title I requirements, budgets, student**

achievement, and any other pertinent information concerning student achievement and the school.

- The school communicates through the school message system to make reminder phone calls to families.
- The Parent and Family Engagement Policy and School-Parent Compact will be distributed to all families in the fall.

Section D: SCHOOL-PARENT COMPACT

William McKinley Elementary 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 asked for recommendations and suggestions to jointly develop a school-parent compact during the Spring Title I Meeting. This year, the parent input meeting was held on April 30, 2020.

Section E: RESERVATION OF FUNDS

William McKinley 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 Winter Title I Parental Input Meeting was held on January 17, 2020. This meeting included specific discussions about parent suggestions on how to spend Title I dollars, and specifically the 1% parent set aside. The suggestions included online resources and the Summer Bridge Activity workbooks.

Section F: COORDINATION OF SERVICES

William McKinley Elementary 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:

- The school will collaborate with the Family Engagement Liaison and other parent groups to provide workshops for parents to strengthen the parent engagement.
- Inform professional development topics by parents/caregivers for school staff and administration on communicating and engaging parents effectively.
- Local Headstart and Pre-K families will be invited to participate in our Building Bridges Program for Kindergarten Transition and Open House.

Section G: BUILDING CAPACITY OF PARENTS

William McKinley Elementary 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**
 - f) **Parents will be offered workshops on the Common Core Standards, the School Comprehensive Plan, PSSA/Keystone Assessments and the PASA Assessment for Autistic Support students.**
 - g) **Parents will be provided with workshops on how to assist their children in developing specific reading behaviors.**
 - h) **Parents will be updated on their child's progress during parent/teacher conferences, report card conferences, and by accessing Parent Portal.**
 - i) **Parents will be offered workshops on ways to stay involved.**
 - j) **Provide workshops to parents on supporting student achievement and parent engagement.**
 - k) **During McKinley's Back to School Night in September 2020 and the first parent meeting of the school year, parents will be informed of the Title I requirements.**

Section H: BUILDING CAPACITY OF SCHOOL STAFF

William McKinley Elementary 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:

Professional development will be provided to staff on how to effectively communicate with and include parents in their children's learning. During common planning time, teachers will be provided with strategies to share with parents to support their children's academic & social progress. Teachers are reminded of the need for continuous communication with parents. Teachers maintain Parent Contact Logs and communication is discussed during MTSS meetings. Results of the parent surveys will also be shared with staff in an effort to improve parent communication and engagement.

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

School-based staff provide workshops for parents on homework help, literacy, and how to assist their children in developing specific reading behaviors. Information is also shared with our families and the community during Back to School Night and at monthly SAC meetings. We also share information through the SDP's Parent Portal, through our translation services, and by robo calls.

PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS

- **Providing necessary literacy training for parents from Title I, Part A funds,**
- **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;**
- **Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and**

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Principal Signature

Date