

Frances E. Willard Elementary School
Parent and Family Engagement Policy

School Year 2020-2021
Revision Date: 04/27/2020

In support of strengthening student academic achievement, Frances E. Willard 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 Frances E. Willard 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

Frances E. Willard 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.

Willard will advertise and request RSVPs for such meetings. The Annual Winter Title I Meeting was held on January 16, 2020. Parents participated in discussions around the Schoolwide Plan, school goals, and the preliminary school budget. Each spring, Willard staff hold a parent meeting to invite input into the development of the parent and family engagement policy and school parent compact, as well as general parent engagement programs. This year this meeting was held on April 27, 2020.

Section B: ANNUAL TITLE I MEETING

Frances E. Willard 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.

Information regarding Title I will be shared with families during Back to School Night on September 24, 2020. 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.

Section C: COMMUNICATIONS

Frances E. Willard 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.

- 1) All communication is sent to families in both English/Spanish. There are also numerous bilingual staff who are able to assist parents who are not native English speakers with obtaining information about school programs and events.**
- 2) Events will be included in monthly calendar which is distributed to each student and uploaded to the school website**
- 3) Flyers/RSVPs will be sent home to request parent participation in various workshops and family engagement events. These events are held at various times of the day in order to accommodate parent schedules and provide for greater participation.**
- 4) School-wide robo calls will be sent to remind parents of upcoming meetings.**
- 5) Teachers will support these initiatives by sending home DOJO reminders.**
- 6) Friends of Willard Facebook Page**

Section D: SCHOOL-PARENT COMPACT

Frances E. Willard 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.

On April 27, 2020, parents participated in the Annual Title I spring meeting. Together with school staff, parents participated in the updating and development of the School-Parent Compact and Parent and Family Engagement Policy for the 2020-21 school year. Willard will continue to advertise and request RSVPs for such meetings. The new policies will be distributed in the fall and continually reviewed throughout the school year through SAC meetings and specific Title I parent meetings.

Section E: RESERVATION OF FUNDS

Frances E. Willard Elementary 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:

School staff will work collaboratively with families in the decision regarding expenditure of Title I, Part A funds, including parent funds. Parents are given the opportunity to provide input into the development of the school plan, budget and the use of parent funds at the annual Title I winter parent meeting. This year this meeting was held on January 16, 2020. Some of the topics we will cover through these reservation of funds are:

- Parent involvement**
- Materials**
- Summer bridge activities**
- Child care**
- Food/refreshments for parent meetings**

Section F: COORDINATION OF SERVICES

Frances E. Willard 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:

Providing parents with opportunities to come into the school to learn how to effectively support academic achievement.

Parents will learn the variety of resources available to them in the community. The Civic Engagement Academy is a weekly workshop to provide parents with information about community resources and supports to assist with parenting and supporting students.

Willard holds a community resource fair during report card conferences to allow community partners to interface with parents.

Section G: BUILDING CAPACITY OF PARENTS

Frances E. Willard 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 (These topics are addressed as part of the Annual Title I Meeting during back to school night in the Fall):
 - 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
- **Information regarding Title I will be shared with families during Back to School Night on September 24, 2020. 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. In addition, parents will be provided information about:**

- Kindergarten workshop on learning
- How to read at home with your child
- Sight Words
- Orientation meeting with kindergarten parents
- FACE Workshops
- Topics in 3 are covered at annual Title I meeting
- Common Core Math Strategies
- PSSA Workshop

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Frances E. Willard 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:

- **Teachers will be provided PDs in order to strengthen the relationships with parents and how to work more effectively with the families of their students. During a district PD day in the Fall or Winter, effective communication and parent engagement strategies will be presented to staff with input from parents.**

Frances E. Willard Elementary School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- **Having parents complete a survey of their needs/wants so that we may effectively plan**

Diana M Garcia

Principal Signature

11-3-20

Date