

**THE SCHOOL DISTRICT OF PHILADELPHIA  
RICHARD WRIGHT ELEMENTARY SCHOOL  
2201 N. 28<sup>th</sup> Street  
Philadelphia, PA 19132**

**Jeannine Payne Edd  
Principal**

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*School Vision: Richard R. Wright is an educational community committed to providing a supportive environment. Our students will develop a passion for learning that will result in a strong foundation that they can use to achieve future success, through the development of collaboration skills and exercising perseverance.*

**Parent and Family Engagement Policy**

***School Year 2020-2021***

***Revision Date: May 21st, 2020***

In support of strengthening student academic achievement, **RICHARD WRIGHT 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 **RICHARD WRIGHT 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**

**RICHARD WRIGHT 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.

- **This Policy will be revisited and appropriately revised in the Spring of the preceding school year at the Spring Title I Parental Input Meeting. This year the parent meeting was held on May 21, 2020. Additionally, parents were invited to review and provide feedback on this document, and the School-Parent Compact, in the fall via Class Dojo.**

**Section B: ANNUAL TITLE I MEETING**

**RICHARD WRIGHT 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.

- **The Title I Annual Parent meeting will be held during the Back to School event which will take place annually during the month of September. This will include a presentation by the principal or designee on the requirements of Title I part A, parent rights and responsibilities under the law, the state academic content standards and assessments (PSSAs), working with educators, monitoring student progress, and the school curriculum and academic supports that are available to students.**
- **Topics covered during this evening meeting will be reviewed and discussed during a morning parent meeting to ensure that families have access to the information.**

**Section C: COMMUNICATIONS**

**RICHARD WRIGHT 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.

- **The Parent and Family Engagement Plan and School-Parent Compact will be available at parent meetings; on the website; and distributed in the Family handbook.**
- **Meetings will be held at various times to increase parent ability to attend.**
- **Communications between the school and families will be sent home in parent-friendly language. Translation services are available in multiple languages and interpreters are available upon request.**
- **The school communicates regularly with parents/families via Class Dojo notices and messages; Group calling; the Parent Portal; and, School Calendars.**

#### **Section D: SCHOOL-PARENT COMPACT**

**RICHARD WRIGHT 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 will be invited for revision in the Spring of each School year at the Spring Title I parent engagement meeting. This year, the parent input meeting was held on May 21, 2020. Subsequently, parents and families were invited to review and provide input on this document and the Parent & Family Engagement Policy via Class Dojo during the fall of 2020.**

#### **Section E: RESERVATION OF FUNDS**

**RICHARD WRIGHT 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:

- **The family involvement portion of the Title I budget is discussed at the beginning of the school year during the Title I meeting and revisited as necessary throughout the year. Input as to spending is solicited regularly, but particularly at the Annual Winter Parent Meeting during which the school plan and budget is reviewed, with particular emphasis on the 1% parent set aside. The last such meeting occurred on March 11, 2020**

#### **Section F: COORDINATION OF SERVICES**

**RICHARD WRIGHT 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:

- **Organizing workshops for parents around topics/ subjects that they request, or that teachers see will support more academically productive engagement.**
- **Work with the district to organize and conduct transition meetings with the pre-Kindergarten program and the middle schools are students and families work with.**
- **In the fall, the counselor supports parents with the middle school selection process via telephone calls. In addition, the counselor will complete the actual application online for struggling parents. Once the acceptance notices are posted, the counselor notifies parents and students of the deadlines to accept their final placement.**

#### **Section G: BUILDING CAPACITY OF PARENTS**

**RICHARD WRIGHT 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:

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

1. 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

2. 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
  - **With the support of the FACE Office, Wright school offers several parent workshops throughout the year, including how to use the Parent Portal/progress monitoring in the fall.**
  - **Parents will be surveyed to solicit feedback about which workshop topics are most desired.**
  - **The Title I Annual Parent meeting will be held during the Back to School event which will take place annually during the month of September. This will include a presentation by the principal or designee on the requirements of Title I part A, parent rights and responsibilities under the law, the state academic content standards and assessments (PSSAs), working with educators, monitoring student progress, and the school curriculum and academic supports that are available to students.**

**Section H: BUILDING CAPACITY OF SCHOOL STAFF**

Richard Wright 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 held at the opening of each school year and followed up on throughout the school year as the district schedule allows. During a district PD day in the Fall or Winter, staff will be trained on effective parent engagement and communication by the Principal or their designee . This will include a review of the results of the school level parent survey.**

RICHARD WRIGHT ELEMENTARY SCHOOL will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- **Offering comments, questions and concerns to the District Family and Community Engagement (FACE) office.**
- **Communicating directly with any member of the school staff through email, phone calls, or in writing.**
- **Making an appointment with the Principal, Climate Manager, Counselor.**
- **Bringing comments/ questions or concerns to the schedule parent meetings**

Jeannine Payne EdD

12/04/2020

Principal Signature

Date