



## School Parent and Family Engagement Policy

**2017-2018**

***Revision Date 8/23/2017***

***Reviewed & approved 10/10/17***

In support of strengthening student academic achievement, **Willis Foreman Elementary School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents of participating children a written parent and family engagement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the school's expectations for parents and family engagement and describes how the school will implement a number of specific parents and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Willis Foreman Elementary School** agrees to implement the following requirements as outlined by Section 1118:

- Involve parents and family members, 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 parental involvement policy and the joint development of the schoolwide program plan under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and family members, and the school, distribute it to the parents and family members of participating children, and make the parents and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents and family members with limited English proficiency, parents with disabilities, and parents and family members of migratory children, including providing information and school reports required under Section 1111 of the ESEA 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)(2) of the ESEA is not satisfactory to the parents and family members of participating children, submit any parent and family members comments on the plan when the school makes the plan available to the local educational agency.

- Be governed by the following statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with this definition:

Parents and family engagement means the participation of parents and family members in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents and family members play an integral role in assisting their child's learning
- (B) Parents and family members are encouraged to be actively involved in their child's education at school
- (C) Parents and family members 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 1118 of the ESEA

## **JOINTLY DEVELOPED**

**Willis Foreman Elementary School** will take the following actions to involve parents and family members 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 or family members, 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.

- ~*Review and Revision Input Meetings (August 29, 2017)*
- ~*End-of-Year Review and Revision Input Meeting (March 27, 2018)*
- ~*Monthly Curriculum Meetings (3<sup>rd</sup> Tuesday @ 6pm)*

## **ANNUAL TITLE I MEETING**

**Willis Foreman Elementary School** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parent and family members 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 parents and family engagement policy, the schoolwide plan, and the school-parent compact.

- ~ *Annual Meeting (October 10, 2017 @ 5pm)*
- ~ *Redeliver Annual Meeting (October 27, 2017 @ 9 am & 2pm)*

## COMMUNICATIONS

**Willis Foreman Elementary School** will take the following actions to provide parents and family members of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parents and family engagement.
- Information related to the school and parents and family members programs, meetings, and other activities, is sent to the parents and family members of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents and family members can understand:

*~Marquee                      ~Flyers                      ~School website                      ~Shout point*  
*~ Weekly Nicky Communication Folder      ~Worldly Wildcat Newsletter*

## SCHOOL-PARENT COMPACT

**Willis Foreman Elementary School** will take the following actions to jointly develop with parents and family members of participating children a school-parent compact that outlines how parents and family members, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents and family members will build and develop a partnership to help children achieve the state's high standards.

## RESERVATION OF FUNDS

**~Review & Revision Input Meeting (August 29, 2017 @ 10 am & 2pm)**  
**~EOY Review & Revision Input Meeting (March 27, 2018 @ 6pm)**

**Willis Foreman Elementary School** will take the following actions to involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parents and family engagement is spent by:

**~ Review & Revision Input Meeting (August 29, 2017 @ 10 am & 2pm)**  
**~EOY Review & Revision Input Meeting (March 27, 2018 @ 6pm)**  
**~Parent Suggestion/Input box (located entrance area of school)**

## COORDINATION OF SERVICES

**Willis Foreman Elementary School** will, to the extent feasible and appropriate, coordinate and integrate parents and family engagement programs and activities with other Federal, State, and local programs, and conduct other activities, such as parent resource centers, that encourage and support parents and family members to fully participating in the education of their children by:

*~District Title I Meetings      ~RCBOE Meetings      ~School Council Meetings*  
*~ Any public scheduled and announced educational meetings/forums*

## BUILDING CAPACITY OF PARENTS

**Willis Foreman Elementary School** will build the parents and family members capacity for strong parents and family engagement to ensure effective involvement of parents and family members to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents and family members 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 proficiency levels students are expected to meet.
- Materials and training to help parents and family members 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 parents and family engagement.
- Providing assistance to parents and family members of participating children, as appropriate, in understanding topics such as the following:
  - 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.
  - How to work with educators.

*~Monthly Curriculum Meetings (3<sup>rd</sup> Tuesday @ 6pm)    ~Parent-Teacher Conferences*  
*~'The Village' Parent Resource Center RM 118 (Mon-Fri; 8:30am-3:00pm)*  
*~Parent Volunteer Training (Weds @ 9 am & 2pm    ~ Parent University (4<sup>th</sup> Fridays @ 10 am)    ~Fall and Spring Open House*

## **BUILDING CAPACITY OF SCHOOL STAFF**

**Willis Foreman Elementary School** will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate, and work with parents and family members as equal partners, in the value and utility of contributions of parents and family members and in how to implement and coordinate parents and family programs and build ties between parents/family members and the school by:

*~Monthly Curriculum Meetings (3<sup>rd</sup> Tuesday) ~ Parent University (4th Fridays)  
~ Parent-Teacher Conferences ~Monthly District Meetings  
~The Village (Parent Resource Center)*

**Willis Foreman Elementary School** will provide other reasonable support for parents and family engagement activities under Section 1118 as parents and family members may request by:

*~Volunteer Training ~Infinite Campus ~ Parent University ~ District Monthly Meetings  
~ The Village (Parent Resource Center) ~ Parent/Family Workshops*

