

# Title I School-Level Parent and Family Engagement Policy

## Gladstone Elementary School

Gladstone Elementary School has developed a written Title I parent and family engagement policy with input from Title I parents. The school site annually involves parents in the joint development and agreement of the policy, which is reviewed as part of the Single Plan for Student Achievement (SPSA) and through site advisory groups, e.g. School Site Council (SSC) and English Learner Advisory Committee (ELAC). The policy has been distributed to parents. The policy describes the means for carrying out the following Title I parent and family engagement requirements [20 USC 6318 Section 1118(c),-(g) inclusive].

### Involvement of Parents in the Title I Program

To involve parents and family members in the Title I program at Gladstone, the following practices have been established:

- A** The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 USC 6318 (c) (1))
  - Information about Title I is given at our annual Back to School Night.
  - Each September the annual meeting is held and parents are given Title I information at this time.
- B** The school offers a 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 parent involvement. (20 USC 6318 (c)(2))
  - A flexible number of meetings will be held at various times based on parent need and will include child care.
- C** The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 USC 6318 (c)(3))
  - The Gladstone Elementary School Parental Involvement Policy and the School-Parent Compact are reviewed annually by the School Site Council, English Language Advisory Committee and the School Instructional Leadership Team.
  - The Title I program is reviewed as part of annual review of the SPSA.
- D** The school provides parents of Title I students with timely information about the Title I program. (20 USC 6318 (c)(4))
  - Through electronic parent newsletters, Back to School Nights, School Site Council, English Language Advisory Committee and PTA.
  - 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. (20 USC 6318 (c) (5))
  - At parent-teacher conferences, assessment information on student academic progress and grade level standards are shared with parents. Student progress in relation to state and local standards will be explained to parents including the curriculum being used, grade-level expectations for proficiency, data reporting for state and local assessments and available interventions in reading, ELA and mathematics for students needing assistance.
  - If requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 USC 6318 (c) (4))
  - Through formal parent-teacher conferences, informal requests by parents for meetings, Back to School Nights, SSC, ELAC and PTA
- E** If the school wide program 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. (20 USC 6318 (c) (6))
  - Gladstone will submit all written documentation of parent comments that reflect that the program is not satisfactory to LEA

## Building Capacity for Involvement

Gladstone Elementary School engages Title I parents in meaningful interactions with the school. It supports a partnership among the school involved, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

- Ⓐ The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 USC 6318 (e)(1))
  - At parent-teacher conferences, informal parent requests, parent trainings, and through teacher's ongoing parent communication, information on standards mastery, assessment data, intervention and how to support parents in monitoring their child's education are provided.
- Ⓑ The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 USC 6318 (e)(2))
  - Training to enhance parents' abilities to support and assist their children's education. This may include activities such as: 2<sup>nd</sup> Grade Family Night, Family Reading Night, etc.
- Ⓒ The school shall 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; (20 USC 6318 (e)(3))
  - At staff meetings and grade-level teacher meetings, strategies to enhance parent involvement are discussed and integrated into our educational program.
- Ⓓ The school shall, to the extent feasible and appropriate, coordinates and integrates the parent involvement programs with other Federal, State, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. (20 USC 6318 (e)(4))
  - Appropriate roles for community organizations will be developed
- Ⓔ The school distributes information related to school and parent programs, meetings, and other activities to parents is sent in a format and, to the extent practicable, in a language the parents can understand. (20 USC 6318 (e)(5))
  - School information, including communication about the Title I program, will be distributed in the languages spoken by the families of students in the school as outlined in law.
- Ⓕ The school provides such other reasonable support for parental involvement activities as parents may request. (20 USC 6318 (e)(14))
  - Parent involvement strategies within the SPSA are integrated based on parent input.
- Ⓖ If the SPSA 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 school district. (20 USC 6318 (g))
  - Parents can submit comments through the Principal or SSC if they are not satisfied with the program. Those comments will be shared with the District.

## Accessibility

Gladstone, to the extent practicable, provides opportunities for the informed participation of all parents and family members (including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory students) including providing information and school reports are provided in a format and language that parents understand.

- All parents, including parents with limited English proficiency are provided information in an understandable format as outlined in law.

*This Parent and Family Engagement Policy was adopted by Gladstone School on September 20, 2018 and will be in effect for the period of August 20, 2018 - June 6, 2019.*

The school will distribute the Parent and Family Engagement Policy to all parents on/or before September 30, 2018.

Allison Daniels, Principal of Gladstone Elementary