

SCHOOL DISTRICT OF PHILADELPHIA

Elkin Elementary

Parent and Family Engagement

2017-2018 SCHOOL POLICY

PART I. GENERAL EXPECTATIONS

Each school in its School-wide Family Engagement Policy must establish the school's expectations for family engagement. [Section 1116(a)(2), ESSA.]

The Lewis Elkin Elementary School agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1116 of the Every Student Succeeds Act (ESSA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1116, the school district will work with its schools to ensure that the required school-level family engagement policies meet the requirements of section 1116(b) of the ESSA, and each include, as a component, a school-parent compact consistent with section 1116(d) of the ESSA.
- The school district will incorporate this district wide family engagement policy into its School District of Philadelphia plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities 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 ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the School District of Philadelphia's plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will 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 family engagement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The school district will be governed by the following statutory definition of family engagement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) that parents play an integral role in assisting their child's learning;
- (B) that parents are encouraged to be actively involved in their child's education at school;
- (C) that 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) the carrying out of other activities, such as those described in section 1116 of the ESSA.

- The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

[NOTE: The School- wide Family Engagement Policy must include a description of how the school will implement or accomplish each of the following components. [Section 1116(a)(2), ESSA.] Regardless of the format the school chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.]

1. The **Lewis Elkin Elementary** will take the following actions to involve parents in the joint development of its school-wide family engagement plan under section 1112 of the ESSA:

Flyers will be sent home and announcements made through school messenger inviting parents to participate in the School Advisory council. We will make parents feel welcome and integral part of the mission and vision.

Parents will receive regular workshops in academic content areas such as PSSA preparation, Math and Reading Intervention Programs, SchoolNet (monitoring student progress), Dual Language and other related topics. In addition, parents will receive workshops on the current School Improvement Plan, the School Budget, and School Compact in order to create opportunities for parents to be part of the decision- making progress.

2. The **Lewis Elkin Elementary School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESSA:

- Parents will be invited to participate in the discussion and development of the School Action Plan in the Spring.
- Assess the needs of parents during regular meetings to establish additional activities, parent workshops and support groups.
- Parents will be invited to join our SAC, Safe Corridors/ Town Watch – Community / School Volunteer Program.

- Parents and the community are encouraged to attend all monthly Parent meetings and to participate in the Parent Cafe.
3. The **School District of Philadelphia** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective family engagement activities to improve student academic achievement and school performance:
- In collaboration with the Grants Compliance Monitor, School-based School Improvement Support Liaison, School-Community Liaisons, Philadelphia Home and School Council (PHSC), Title I Parent Advisory Committee, The Philadelphia Right to Know Educational Task Force, PARENT POWER, and other parent groups, provide workshops to schools on parent engagement.
 - Provide professional development by parents/caregivers for new and existing principals and other administrators on how to develop promising partnerships with parents/caregivers.
 - Train new and existing staff with parental engagement duties (e.g., School Improvement Support Liaisons, School-Community Liaisons, School Community Coordinators, and Bilingual Counselor Assistants) to assist school sites in implementing parental engagement.
 - Make available the staff of the Office of Educational Equity, Office of Specialized Instructional Support, and Office of Parent, Family, Community Engagement and Faith-based Partnerships, and staff of the Assistant Superintendents for technical assistance.
 - The Title I Office will provide technical assistance to schools and parent organizations, such as the Title I Parent Advisory Committee (PAC), Home and School Associations, The Philadelphia Right to Education Task Force, PARENT POWER, and other organized parent groups.
 - Provide coordination of professional development efforts through the Office of Instruction and Leadership Support.
 - Provide workshops to parents on supporting student achievement and parent engagement.
 - Provide training and other information to School Advisory Councils (SACs). By November 2011, each SAC will outline how they plan to work with Title I PREP parents to schedule turn-around trainings for parents within their schools.
 - Regional PREP parents will serve as advisors to principals and SAC members on how to address the needs of students and parents in their school's Action Plan and Title I Budget.
 - In compliance with Imagine 2014, facilitate parent and family access to teachers and principals.
4. The **Lewis Elkin School** will coordinate and integrate family engagement strategies in Part A with family engagement strategies under the following other programs: *School Advisory Council with parent workshop, Building Bridges with Books and Parent Cafe*
5. The **Lewis Elkin School** will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this family engagement policy in improving the quality of its Title I, Part A programs. The evaluation will include identifying barriers to greater participation by parents in family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority

background). The school will use the findings of the evaluation about its family engagement policy and activities to design strategies for more effective family engagement, and to revise, if necessary (and with the involvement of parents) its family engagement policies.

- Parent surveys will be used as an evaluative tool to identify the strengths and weaknesses of Title 1 programs.
- Parents solicited suggestions / recommendations and surveys – in collaboration with our Parent Community Coordinator - will enhance the level and amount of parent involvement at Elkin School.

6. The **Lewis Elkin School** will build the school's and parents' capacity for strong family engagement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The **Lewis Elkin School** will, with the assistance of the School District, provide assistance to parents, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- 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, and
- how to work with educators.

We will provide regular parent workshops on specific instructional strategies for literacy and math interventions that are used to implement the Core Curriculum and the Standards.

The Title 1 Budget is displayed and discussed, line by line, along with Assessments, and Title I Requirements at the Annual Title I meeting. Parents are encouraged to attend Teacher-Parent Report Card conferences where parents will discuss their child's progress. Our annual Back To School Night, on Thursday, September 28th from 4:00 – 6:00 will also provide information to parents and families about how to work with the school and teachers to monitor student progress.

B. The **Lewis Elkin School** will, with the assistance of the School District, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster family engagement, by:

We will work together and in collaboration with others, to provide regular workshops during the school year for parents including:

Technology: Assessing SchoolNet, PSSA support increasing food access, job training, Adult ESOL classes etc.

Math and Literacy Workshops to provide an overview of Corrective Math/ Reading for Special Ed students, Saxon Phonics, Imagine Learning, ST Math and Raz Kis and Lexia.

C. The **Lewis Elkin School** will, with the assistance of the School District, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- Providing staff development on the needs of the community including:
 - cultural aspects
 - language barriers
 - socio-economic barriers
 - creating safe, warm and welcoming school environments
 - Trauma training

D. The **Lewis Elkin School** will, to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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:

1. Back to School Night, Thursday, September 28th from 4:00 – 6:00.
2. Honors, Awards and Perfect Attendance Assemblies
3. Student/staff Talent Show
4. Seasonal programs and special Assemblies
5. Spirit Week Activities
6. Carnival Activities
7. Graduation activities
8. Field Trips
9. Fundraisers, The Leukemia and Lymphoma fundraiser and Claire's Gourmet fundraiser.
10. Town Watch Volunteers
11. After school activities including the Cooking Club, Family Dinner, Movie Night and Family Activity/ Literacy / Math Game Nights, and after school activities, Mural Arts program
12. Scholastic Book Fairs

E. The **Lewis Elkin School** will take the following actions to ensure that 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. Monthly calendar in English and Spanish will be sent home
2. All meetings, especially all Special Education/IEP meetings will be conducted with Spanish/English Translation
3. Telephone contact will be made with the assistance of Pacific Translators when needed in a

language other than English

4. Written parent communications will be in parent-friendly language and will be provided in English and Spanish
5. School net messages in English and Spanish

PART III. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The School's Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1116(e) of the ESSA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with family engagement activities, including transportation to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- 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 family engagement and participation in their children's education;
- adopting and implementing model approaches to improving family engagement;
- establishing a district wide parent advisory council to provide advice on all matters related to family engagement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities; and
- providing other reasonable support for family engagement activities under section 1116 as parents may request.

* * * * *

PART IV. ADOPTION

This **Lewis Elkin School** School Family Engagement Policy has been developed jointly with, and agreed on with, parents as evidenced by October 14, 2017 .

The school will distribute this policy to all parents on or before October 30, 2017 .

(Signature of Principal)

(Date)