



THE SCHOOL DISTRICT OF PHILADELPHIA

Elkin Elementary **Parent and Family Engagement Policy**

School Year 2022-2023

Revision Date:

04/27/2022

In support of strengthening student academic achievement, Elkin 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).

Elkin 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

Elkin Elementary 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.

A parent input meeting was held on April 27, 2022 to solicit parent input into the development of the parent and family engagement policy and school parent compact.

Parents will receive regular workshops in academic content areas such as PSSA preparation, Math and Reading Intervention Programs, Parent Portal, Dual Language and other related topics. In addition, parents will be provided with opportunities to review and provide input on the school plan, the school budget, and the School-Parent Compact in order to create opportunities for parents to be part of the decision-making progress.

The proposed policies and compacts are posted to the school website for parent feedback.

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 parts of the mission and vision.

Section B: ANNUAL TITLE I MEETING

Elkin Elementary 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.

Elkin School will have the Title I Meeting during the month of September 2022. During this meeting, the principal or their designee will give a parent presentation including information on the Title I program, parent rights under the law, state academic content standards and assessments, this document and the school-parent compact, the schoolwide plan, working with educators and how to monitor student progress. Parents will be engaged in classroom level discussions and these conversations will be facilitated by the use of a spanish language interpreter.

Section C: COMMUNICATIONS

Elkin 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.

Parents are invited to participate in the discussion and development of the School Plan during the annual Winter Title I Meeting. This meeting was held on March 9th, 2022.

Elkin staff and administration communicate with parents and families in multiple ways, including: Class Dojo, monthly calendars, message builder via Infinite Campus, parent concern forms, social media, the school website, weekly communication folders, and quarterly report card conferences and interim reports.

Parents will conference on the child(ren)'s academic progress three times a year. We will work to coordinate conferences at different times of day in order to best accommodate the schedules of parents/families. These will be held as follows: November 21 – 23, 2022; February 1 - 3, 2023; March 29 – 31, 2023.

Interim reports will be shared as follows: October 12 – 14, 2022; February 27 – March 1, 2023; May 8 – 10, 2023.

Assess the needs of parents during regular meetings to schedule additional activities, parent workshops and support groups.

Parents will be invited to join our SAC, Safe Corridor/Town Watch/School volunteer program.

Parents and the community are encouraged to attend all monthly parent meetings and to participate in the Parent Café.

Meetings will be held at various times to accommodate parent schedules and will be advertised in advance.

All communications sent from school will go home in an understandable format in parent-friendly language. Translations into multiple languages can be easily accommodated through the District's Family and Community Engagement office and through Pacific Interpreters.

Section D: SCHOOL-PARENT COMPACT

Elkin Elementary 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.

A parent input meeting was held on April 27, 2022 to solicit parent input into the development of the parent and family engagement policy and school parent compact.

Section E: RESERVATION OF FUNDS

If applicable, Elkin Elementary 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:

During the annual Winter Title I meeting, held on March 9, 2022, parents were invited to review and provide feedback on the school plan and budget for the subsequent school year. Parents are also surveyed about the school's parent involvement program, including how they would like to see Parent Involvement funds spent.

Section F: COORDINATION OF SERVICES

Elkin Elementary 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:

Monthly School advisory Council Meetings.

Building Bridges with Books and Parent Cafes.

Coordination with local Pre-K programs to inform parents of our Kindergarten open houses in the Spring.

Coordination with the District's Family and Community Engagement office.

Facilitation of partnership with organizations such as, but not limited to, STEP, Congreso, and multiple middle schools.

A Parent Resource Room central to the main office, for parent technology use and access to community literature.

Section G: BUILDING CAPACITY OF PARENTS

Elkin Elementary 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
- 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
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic 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 to improve the achievement of their child

Elkin School will have the Title I Meeting during the month of September 2022. During this meeting, the principal or their designee will give a parent presentation including information about the curriculum and assessments used at Elkin, the requirements of Title I part A, parent rights under the law, state academic content standards and assessments, working with educators and how to monitor student progress.

Parents are encouraged to attend SAC meetings, where community partners present workshop style presentation around high needs topics.

Parents are encouraged to attend Parent Teacher Report Card Conferences.

Elkin hosts workshops for parents and families on various topics and considers parent feedback when selecting them.

Parents will work with teacher leaders to plan and facilitate literacy night and math night.

During Back to School Night and during report card conferences, Elkin provides parents/families with information about using interventions (Lexia and iReady), how to view reports on student progress and strategies for using the programs at home.

Discuss the school plan and budget during the annual Winter Title I meeting.

Elkin will continue to invite parents to participate in leadership opportunities and reinstate parent leadership at the classroom level so they can lead and facilitate meetings and workshops.

Parent leaders hold a table to recruit for SAC. T-shirts will be purchased for parents in support of a visual representation and pride incentive.

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Elkin Elementary 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:

Parent surveys will be used as an evaluative tool to identify the strengths and weaknesses of the parent involvement program. A workshop on building healthy teacher parent relationships will be held in August and January

The results of these parent surveys will be shared with staff during a PD on effective parent engagement and communication that will take place on one of the district PD days in the Fall or early Winter.

Provide opportunities for teachers to become family engagement leaders via workshops and co-facilitation with parents in order to build relationships and parent capacity.

Elkin Elementary will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

Train new and existing staff with parental engagement duties (School Improvement Support Liaisons, School-Community Liaisons, School Community Coordinators, Family Engagement Liaison and Bilingual Counselors assistants) to assist school sites in implementing parental engagement.

Principal's Signature
Charlotte Gillen
Date Signed
6/14/2022