

Reynolds Elementary School

Title I Parent and Family Engagement Policy

LEA Parent and Family Engagement Policy

Reynolds Elementary is required under Section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy for the LEA. The ESSA states that the LEA Parent and Family Engagement Policy must be jointly developed with parents and family members, incorporated into the LEA plan (Consolidated Application), and distributed to parents of participating children in a format and language that parents can understand. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents and family members of participating children.

This policy states how the LEA, Reynolds Elementary School, involves parents and family members in the joint development of the Title I Plan (Title I Application) (ESSA, Section 1116(a)(2)(A)).

- 1.) The LEA will involve parent and family members in the development of the Consolidated Application.**
 - Reynolds Elementary School involves parents in the planning, review, and improvement of the Title I program. Parent Advisory Council (PAC) has scheduled meetings to address parental concerns, review Parent Involvement Policies, discuss educational topics, and plan school, family, and community events.
 - *Parent/Family meeting*
 - *Parent surveys*

- 2.) The LEA involves parents and family members in the process of school review and improvement (ESSA, Section 1116(a)(2)(A)).**
 - Reynolds Elementary School involves parents in the planning, review, and improvement of the Title I program. Parent Advisory Council (PAC) has scheduled meetings to address parental concerns, review Parent Involvement Policies, discuss educational topics, and plan school, family, and community events.
 - *Spring Parent/Family meeting*
 - *Parent surveys*

- 3.) The LEA will provide technical assistance and support to schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance (ESSA, Section 1116(a)(2)(B)).**
 - In collaboration with our Parent Involvement committee, Reynolds Elementary may sponsor family Reading and Math nights. Nights will be set up to offer fun and educational ways to improve learning. Parents also have a voice in ways to promote family literacy at the elementary school. Parents are also invited to attend Parent Task Force meetings. Reynolds Elementary School provides funding for Title I parents and their families to attend the State Parent Advisory Council (SPAC) Conference to learn more about parent involvement programs, parental rights, and improving student achievement.

- *Parents will be enabled to participate in training sessions*
 - *Assistance with basic Google Classroom parent needs*
 - *Assistance with CSIU: student information system, parent portal*
 - *Meetings will be offered at a variety of times*
 - *State Parent Advisory Council (SPAC) Conference*
- 4.) **The LEA will coordinate and integrate parent and family engagement strategies with other Federal, State, and local laws and programs (ESSA, Section 1116(a)(2)(C)).**
- *Reynolds Elementary will provide outreach to support students and families with the transition to middle school*
 - *Reynolds Elementary will provide outreach to support students and families with the transition from preschool to Kindergarten*

The LEA conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and the effectiveness of the parent and family engagement policy in improving the academic quality of all schools, including identifying

- **barriers to greater participation by parents and family members, 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 needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions. (ESSA, Section 1116(a)(2)(D)(i-iii).**
- *Reynolds Elementary will host spring parent/family meeting*
 - *Reynolds Elementary will administer parent surveys*
 - *Reynolds will review data on Back to School Night parent participation, conference parent participation, and workshop/meetings parent participation*
 - *Reynolds will ask parents which times are most convenient and meeting times are varied*

The LEA will use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family involvement, and revise, if necessary, the Parent and Family Engagement Policy (ESSA, Section 1116(a)(2)(E)).

- Reynolds Elementary School developed its Parent Involvement Policy jointly with parents of participating students. Input was solicited from parents of Title I students regarding school and parent responsibilities. This resulted in the development of the School Parent Involvement Policy. The School Parent Involvement Committee will meet every year to update information and revise practices to meet the changing needs of parents and the school. The school will distribute this policy to parents each school year.
- *Reynolds Parent Advisory Committee will review and if necessary, revise the Parent and Family Engagement Policy during the spring parent/family meeting.*

The LEA involves parents and family members in the activities of the school, which may include establishing a parent advisory board comprised of a sufficient number and

representative group of parents or family members to adequately represent the needs of the population; revising; and reviewing the Parent and Family Engagement Policy (*ESSA, Section 1116(a)(2)(F)*).

- *Reynolds invites all parents for feedback and input to meetings to review the Parent and Family Engagement Policy to be inclusive and include the voices of all stakeholders*

The LEA receives \$500,000 or more and is required to set aside 1%, funds shall be used to carry out activities and strategies consistent with the LEA's parent and family engagement policy, including the following:

Supporting programs that reach parents and family members at home, in the community, and at school through our school-wide program. (*ESSA, Section 1116(3)(D)(ii)*).

Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of parents and family members (*ESSA, Section 1116(3)(D)(iii)*).

Engaging in any other activities and strategies that the LEA determines are appropriate and consistent with the LEA's Parent and Family Engagement Policy (*ESSA, Section 1116(3)(D)(v)*).

School Parent and Family Engagement Policy

1.) Parents will be involved in the planning, review, and improvement of this parent policy through participation in:

- The Reynolds Elementary school provides parents with information about the Title I Program. The School-Parent Compact will be distributed to all students, detailing the responsibilities of school members and families regarding the educational achievement of the students. Title I staff members also provide assistance to parents in understanding the Pennsylvania State Academic Standards, student achievement standards, local academic assessments, and state assessments. In addition, Title I staff members share resources for how to monitor student's progress and how to work with teachers to improve the academic achievement of the students.
- *Annual meeting*
- *Parent surveys*
- *Home/school learning compact*
- *Home/school communications -written communications, emails, progress reports, Class Tag App, phone conferences as needed*

2.) Parents will attend and have input in Annual Title I meetings: PAC and Parent Meetings

- Reynolds Elementary School communicates with parents in a variety of ways. The school hosts a K-3 and 4-6 open house each fall. Title I teachers meet with parents to discuss participation in the Title I program, and program qualifications. In addition, Title I teachers distribute information and provide resources to promote learning outside their classrooms. Parent-Teacher conferences are scheduled in November of each school year to provide one-on-one conferencing with parents of eligible Title I students. Reynolds Elementary School also offers a flexible number of parent meetings/conferences at various times throughout the day. Phone conferences, written communication, email correspondence, and face to face meetings are available to all parents. Reynolds Elementary sends home report cards every nine weeks

and sends home progress reports mid-way through each reporting period. Current information about the district, activities, and programs are posted on the district's website. In addition, parents can access students' assignments and grades by logging into the district's parent portal.

- **Initial/ Fall meeting:**

- *What does the Title I Program do for your student? An explanation of Title I and the requirements of the program, including the parents' right to be involved will be held during Back to School Night presentation. Parent Survey is conducted.*

- **Spring meeting:**

- *Core Programs will be reviewed. Parent Survey is conducted*

- **End-of-year meeting:**

- *Summary and review of the Title I program takes place. Parent feedback is collected.*
- *Parent survey results will be analyzed and discussed*
- *Funding for program for the following year will be discussed and investigated*
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3.) Parents will be enabled to participate in meetings and training sessions which may include:

- *Assistance with basic Google Classroom parent needs*
- *Assistance with CSIU: student information system, parent portal*
- *Meetings at a variety of times*
- *Trainings resulting in information from Parent Surveys*

4.) Parents will be involved in the planning, review, and improvement of the Title I program through participation in:

- Reynolds Elementary School involves parents in the planning, review, and improvement of the Title I program. Parent Advisory Council (PAC) has scheduled meetings to address parental concerns, review Parent Involvement Policies, discuss educational topics, and plan school, family, and community events. The School Parent Involvement Committee will meet every year to update information and revise practices to meet the changing needs of parents and the school. The school will distribute this policy to parents each school year.
- *Annual meetings*
- *Parent surveys*
- *Home/School Learning Compact*
- *Home/school communications*

5.) Parents will receive timely information about the Title I program:

- Reynolds Elementary School communicates with parents in a variety of ways. The school hosts a K-3 and 4-6 open house each fall. Title I teachers meet with parents to discuss participation in the Title I program, and program qualifications. In addition, Title I teachers distribute information and provide resources to promote learning outside their classrooms. Parent-Teacher conferences are scheduled in November and February of each school year to provide one-on-one conferencing with parents of eligible Title I students. Reynolds Elementary School also offers a flexible number of parent meetings/conferences at various times throughout the day. Phone conferences, written communication, email correspondence,

and face to face meetings are available to all parents. Reynolds Elementary sends home report cards every nine weeks and sends home progress reports mid-way through each reporting period. Current information about the district, activities, and programs are posted on the district's website. In addition, parents can access students' assignments and grades by logging into the district's parent portal.

- ***Title I notification letter.***
- ***Virtual Meetings, student celebrations, and workshop invitations at a variety of times.***
- ***CSIU Parent Portal***
- ***Phone, e-mail, and written communication between home and school.***
- ***Report card, Progress Reports, Assessment Pamphlets***
- ***Transition information - Incoming students, 6th graders to JR/SR high school.***
- ***Open House***
- ***Information on School Website***
- ***Monthly Activity Calendar send home with students***

6.) Parents will receive a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet:

- Title I staff members also provide assistance to parents in understanding the Pennsylvania State Academic Standards, student achievement standards, local academic assessments, and state assessments. In addition, Title I staff members share resources for how to monitor student's progress and how to work with teachers to improve the academic achievement of the students.
- ***Reynolds Student Handbook***
- ***School Parent Involvement Policy***
- ***Home/School Learning Compact***
- ***PSSA results (Pending for the 2020/2021 School Year)***
- ***Title I notification letters***
- ***Report cards/Progress Reports***
- ***Parent/Teacher communications***
- ***Access to Reynolds website***
- ***Open House***
- ***Assessment Pamphlets***

7.) Parents will be provided with assistance in understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children:

- Title I staff members also provide assistance to parents in understanding the Pennsylvania State Academic Standards, student achievement standards, local academic assessments, and state assessments. In addition, Title I staff members share resources for how to monitor student's progress and how to work with teachers to improve the academic achievement of the students.
- ***School Parent Involvement Policy***
- ***PSSA results sent home by mail (Pending for the 2021/2022 School Year)***

- *Parent/Teacher communications*
- *Attend Open House*
- *Assessment Pamphlets*

8.) Parents may request Virtual meetings to formulate suggestions and to participate in decisions related to the education of their children.

- *Parent/Teacher conferences as needed*
- *Workshops*

9.) Parents will participate in developing a School-Parent Compact.

- Reynolds Elementary School involves parents in the planning, review, and improvement of the school compact. Parent Advisory Council (PAC) has scheduled meetings to address parental concerns, review Parent Involvement Policies, discuss educational topics, and plan school, family, and community events. The School Parent Advisory Committee will meet every year to update information and revise school compact to meet the changing needs of parents and the school. The School-Parent Compact will be distributed to all students, detailing the responsibilities of school members and families regarding the educational achievement of the students.
- *Collaboration with staff*
- *Revisions and suggestions*
- *Surveys*

10.) Parents will use technology to improve their child's achievement:

- *Email correspondence*
- *Class Tag*
- *Google*
- *CSIU parent portal*
- *RSD website*
- *Tutoring*

11.) Parents will receive assistance in understanding the state academic standards and how to monitor their child's progress.

- *Parent/Teacher conferences*
- *Workshops*
- *Assessment Data Results Pamphlet sent home in fall, winter, and spring (after local assessments are completed)*
- *PSSA Results*

12.) Parents will receive assistance in how to support their child's progress and achievement

- Title I staff members also provide assistance to parents in understanding student achievement standards, local academic assessments, and student progress. In addition, Title I staff members share resources for how to monitor student's progress and how to work with teachers to improve the academic achievement of the students.
- *Parent/Teacher conferences*
- *Workshops*
- *Assessment Data Results Pamphlet sent home in fall, winter, and spring (after local assessments are completed)*

13.) The school will actively build ties and bridges with families

- *Email correspondence*
- *Class Tag Website*
- *MSA website*
- *Virtual Zoom meetings*
- *Family Events*

14.) The school will coordinate and integrate parent involvement programs and activities with other Federal, state and local programs

- *RSD will provide outreach to surrounding elementary schools to support students and families with the transition to JR/SR High School*
- *RSD will provide outreach to the surrounding high schools to support RSD students and families with the transition from Pre K Programs to Kindergarten*

15.) Reynolds School District will ensure that school communications are sent in a language that families and parents can understand

- *Use of Google Translate services*
- *Translate app*

16.) Reynolds School District will provide opportunities for English Learners and their families to participate in school events

- *Parent event notifications will be translated and posted on the website and sent through CSIU, and Class Tag*
- *A translator will be present at events when needed*

***Revised and Updated August 2021**