

Plainfield Elementary School

Family Engagement Policy

GENERAL EXPECTATIONS

Plainfield Elementary School agrees to implement the following statutory requirements:

- o Plainfield Elementary School will jointly develop with parents and distribute to parents of participating children, a Family Engagement Policy that the school and parents of participating children agree on.
- o Plainfield Elementary School will notify parents about the Family Engagement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- o Plainfield Elementary School will make the Family Engagement Policy available to the local community.
- o Plainfield Elementary School will annually update the Family Engagement Policy to meet the changing needs of parents and the school.
- o Plainfield Elementary School will adopt the School-Parent Compact as a component of its Family Engagement Policy.
- o Plainfield Elementary School agrees to be governed by the following statutory definition of Family Engagement, and will carry out programs, activities and procedures in accordance with this definition:

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) 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 1118 of the ESEA.*

POLICY IMPLEMENTATION

1. Plainfield Elementary School will take the following actions to involve parents in the joint development and joint agreement of its Family Engagement Policy and its Student Plan for Student Achievement (SPSA), if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

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Gather and disseminate to parents for review the following materials: District-wide Family Engagement Policy and the School's Family Engagement Policy. These materials will be disseminated to parents at regular Title I parent meetings, School Site Council meetings, and parent/teacher conferences. Written and oral input from parents will be solicited through Title I parent meetings, School Site Council meetings, parent/teacher conferences, school website, and other written communication with parents.

2. Plainfield Elementary School will take the following actions to distribute to parents of participating children and the local community the Family Engagement Policy:
 - ☐ *The School Family Engagement Policy will be presented and available to parents at Title I parent meetings.*
 - ☐ *The policy will be posted on the school website.*
 - ☐ *Parents of new participating students will receive the policy upon registration if eligible for Title I.*
3. Plainfield Elementary School will annually update its Family Engagement Policy to meet the changing needs of parents and the school through:
 - ☐ *Monthly School Site Council meetings*
 - ☐ *Annual Title I meeting*
 - ☐ *PTA meetings*
 - ☐ *General School meetings*
 - ☐ *Monthly ELAC meetings*
4. Plainfield Elementary School will convene an annual meeting to inform parents of the following:
 - o *Plainfield Elementary School participates in Title I,*
 - o *The requirements of Title I*
 - o *Of their rights to be involved as outlined in Table B of Title I, Part A Parent Involvement Non-Regulatory Guidance (page 45), Section 1118; the school-parent compact, Appendix C, page 51 of the Title I, Part A Family Engagement Non-Regulatory Guidance, the district wide Family Engagement policy, and the school's Family Engagement policy and*
 - o *Meetings will be held at various and convenient times to encourage parents to attend. Parents will be notified about meetings through school memos, newsletters, the web page, and the Parent Square communication system.*
5. Plainfield Elementary School will hold a flexible number of meetings at varying times, and may provide childcare, and/or home visits, paid for with Title I funding as long as these services relate to Family Engagement:

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To encourage parents to attend these meetings, the school will offer training to parents in English and/or Spanish to improve student success and achievement. In situations that prevent parents from coming to the school for meetings, school personnel may make home visits or arrange to meet the parents at a mutually convenient time off campus.

Plainfield Elementary School will provide information about Title I programs to parents of participating children in a timely manner through the automated phone system, memos, newsletters, and the web page.

Plainfield Elementary School will provide parents of participating children with 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 through:

- ☐ *the annual Title I parent meeting*
- ☐ *regular parent/teacher conferences*
- ☐ *Title I meetings and Family Nights throughout the year*

- (a) If requested by parents, Plainfield Elementary School will provide parents of participating children 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:

- ☐ *through pre-arranged meetings with the English Language Specialist/Coordinator*
- ☐ *through meetings with the student's teacher which may include the principal, and other staff as appropriate*

- (b) Plainfield Elementary School will submit to the district any parent comments if the school-wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children:

- ☐ *Parents may submit comments in writing regarding the school wide plan to their child's teacher, the principal, or the appropriate department within Woodland Joint Unified School District.*

RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Plainfield Elementary School will build the schools' and parents' capacity for strong Family Engagement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following activities described below:

- ☐ *Parent Training and Information Nights*
- ☐ *Family Literacy Nights*
- ☐ *Parental access to the Teacher/Parent Resource library and other resources such as websites, parent organizations, etc.*

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2. The school will incorporate the school-parent compact (*Home School Compact*) as a component of its School Family Engagement Policy:
 - ☐ *The Home School Compact will be a part of the School Family Engagement Policy on the school's web page.*
 - ☐ *Will be available and discussed as needed during regular parent/teacher/student meetings.*
 - ☐ *The Home School Compact will be included in the Data Confirmation Process, discussed at Back to School Night and reviewed with students as needed.*
 - ☐ *The Home School Compact will be reviewed by the parent(s), and the student and signed by the parents through the Data Confirmation Process.*
 - ☐ *As needed, the Home School Compact will be included in school newsletters along with the School Family Engagement Policy.*
3. The school will, with the assistance of the district, provide assistance to parents of children served by the school 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,*
 - *how to monitor their child's progress, and*
 - *how to work with educators:*

Parents will receive training and necessary information on the topics above through:

PTA meetings, School Site Council, English Language Advisory Committee workshops and trainings, School-Parent Intervention Compact, highlights of the standards, list of websites, and other school or district sponsored trainings and workshops.

4. As appropriate, the school will, with the assistance of the district, provide materials and training such as literacy training and using technology to help parents work with their children to improve their children's academic achievement and to foster Family Engagement, by:

Annual Title I meetings and Family Literacy Nights will be held, and parents will be encouraged to participate in parent education meetings.
5. The school will, with the assistance of the district and parents, educate its 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:

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The staff will be encouraged to attend Family Engagement workshops and conferences, web-based learning, and site staff development.

6. The school will, to the extent feasible and appropriate, 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:

The school will provide all information in English and Spanish languages or to the extent possible, in other languages.