



## Title I District Parent and Family Engagement Policy

Updated February 3, 2022

### General Expectations

Staunton City Schools agrees to implement the following practices:

- A. Involve parents and family members in **jointly developing** the local educational agency's Title I, Part A plan and the development of school support and improvement plans.
  - Each school will involve and update parents in the school and improvement plan.
  - Data will be gathered from all schools using an annual evaluation. This information will help provide feedback on the annual Title I plan and events, activities, and funding necessary for the upcoming school year.
  - Provide a copy of the Title I district and school plans available on the district website at <https://www.staunton.k12.va.us/Page/7874> and provide notification in the division handbook.
  - During parent meetings, discuss and develop a plan for specific ways parents can support in advancing school goals, based on the most recent needs assessment and school plan.
  - Develop parent involvement activities based on needs, considering specific activities that will help improve academic achievement in reading and/or mathematics.
- B. Provide the coordination, technical assistance, and other support necessary to **assist and build the capacity** of all participating schools within the LEA in planning and implementing effective parent and family involvement activities. These activities must improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education.
  - Provide instructional training and materials to school administrators, teachers, and staff on developing a partnership with parents and strategies for building student, parent, and family engagement and positive relationships.
  - Select a teacher or staff member from each school to serve as a Parent Involvement Liaison. That person leads the school in examining and updating the School Parent Involvement Policy annually, facilitates an active parent council and meetings, and serves as an advocate for parent involvement.
  - Conduct at least two parent events at each school, including one annual parent orientation meeting to explain schoolwide Title I program to parents and additional parent meetings, with flexible times to the extent possible (morning coffees, evening programs, flexible conference hours, etc.).
  - Offer services, including books and materials from the Parent Resource Van, to support schools' efforts to improve student achievement.
  - Offer transportation or childcare during events or home visits, as determined necessary by each school.
- C. **Coordinate and integrate** parent and family engagement strategies to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs.
  - Collaborate with preschool on parent meetings and other services.
  - Collaborate with community agencies and provide physical space and personnel for collaborative programs.
  - Conduct community outreach, providing materials and training at various community sites through the use of the Parent Resource Van.
  - Translate forms into other languages, as necessary, and to the extent possible. Collaborate with English Learner staff to be sure that information is communicated clearly to parents.
- D. Conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools

served under this part. This includes identifying barriers to greater participation by parents/families, the needs of parents and family members to assist with the learning of their children, and strategies to support successful school and family interactions.

- Maintain data regarding parent participation at various events, including number of parents attending events.
  - Send parent surveys to discern particular needs and interests of parents.
  - Compile results of surveys and evaluations, and share with school parent advisory councils.
  - Use information from surveys and evaluations to revise the district and school plans.
- E. Use the findings of such evaluation to design **evidence-based strategies** for more effective parental and family engagement, and to revise, if necessary, the parent and family engagement policies.
- Provide family workshops, classes, programs, and/or information that specifically address some of the above listed topics, as well as other topics requested by parents.
  - Invite families for parent-teacher conferences throughout the year.
  - Ensure that schools provide individual student reports about performance of their child on the state assessment.
  - Ensure that schools provide information about programs that includes a description and explanation of school's curriculum, forms of academic assessment used to measure children's progress, and proficiency levels students are expected to meet. A more thorough explanation of the curriculum and classroom assessment may be further explained by teachers during open house and other parent events, as teachers provide tips and tools on preparing students for academic success.
  - Ensure that schools provide parents opportunities to volunteer and participate in their child's class, to observe classroom activities, to meet regularly for suggestions, and to participate, as appropriate, in decisions relating to the education of their children.
  - Provide workshops, classes, and programs that specifically address training with literacy, math, and technology, as well as other topics requested by parents through surveys and committee meetings.
  - Create materials for parents, based on division and school goals. Make these materials available at district and school events and the Parent Resource Van.
  - Provide information and materials at various parent events scheduled throughout the school year (i.e. stations during parent/teacher conferences, other parent nights).
  - Involve teachers/ grade level teams in developing plans for involving parents in events and other ways that support students' education.
  - Maintain an ongoing list of parent involvement events at each of the schools that are specifically focused on reading and math (Title I goals). Communicate information to parents about upcoming events in a variety of ways.
  - Have open communication on the Remind App and encourage participation in Parent Portal.
- F. Involve parents in the activities of the schools, which may include establishing a **parent group** comprised of a sufficient number and representative group of parents or family members.
- Each school has a parent group that provides input and feedback on school activities.
  - Actively engage the parent group in decision-making, where it can offer advice, provide a voice, and help educate teachers and staff about matters related to parent involvement.

**Note:** All of the expectations and objectives for meaningful parent and family engagement meet requirements consistent with section 1116 of the *Every Student Succeeds Act (ESSA)*.

**Adoption**

This District Parent Involvement Policy has been developed jointly with, and agreed on with parents of children participating in Title I programs, as evidenced by signatures of all attending parents and staff members. This policy was adopted on **February 3, 2022** by Staunton City Schools and will be in effect for five years.

**School: Bessie Weller Elementary**

| <b>Name</b>      | <b>Role</b>                  | <b>Signature</b> | <b>Any Comments or Suggestions?</b> |
|------------------|------------------------------|------------------|-------------------------------------|
| Dawn Chaplin     | Parent                       |                  |                                     |
| Sandra McGrath   | Principal                    |                  |                                     |
| Laura Ward       | Teacher                      |                  |                                     |
| Courtney Beville | Teacher                      |                  |                                     |
| Tish Moore       | Teacher                      |                  |                                     |
| Amber Petruccy   | School Improvement<br>Leader |                  |                                     |

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**School: McSwain Elementary**

| <b>Name</b>          | <b>Role</b>                  | <b>Signature</b> | <b>Any Comments or Suggestions?</b> |
|----------------------|------------------------------|------------------|-------------------------------------|
| Stacy Sheehy         | Parent                       |                  |                                     |
| Christina Fitzgerald | Parent, Teacher              |                  |                                     |
| Kim Eldred           | Teacher                      |                  |                                     |
| Shannon Love         | Parent, Teacher              |                  |                                     |
| Kristy Breeden       | School Improvement<br>Leader |                  |                                     |

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**School: Ware Elementary**

| <b>Name</b>    | <b>Role</b>                  | <b>Signature</b> | <b>Any Comments or Suggestions?</b> |
|----------------|------------------------------|------------------|-------------------------------------|
| Nicole Mickens | Parent                       |                  |                                     |
| William Brown  | Parent, Principal            |                  |                                     |
| Nicole Leach   | Parent, Teacher              |                  |                                     |
| Tiffany Eimers | School Improvement<br>Leader |                  |                                     |

**Central Office**

| <b>Name</b>       | <b>Role</b>                          | <b>Signature</b> | <b>Any Comments or Suggestions?</b> |
|-------------------|--------------------------------------|------------------|-------------------------------------|
| Stephanie Haskins | Executive Director<br>of Instruction |                  |                                     |