

POLICY HEARING ANNOUNCEMENT

The Montpelier Roxbury Board of School Directors has scheduled the following policy for public hearing and vote on adoption on [Wednesday, May 21, 2025 at approximately 6:30 p.m.](#):

POLICY E1: Title 1, Part A Parent/Guardian and Family Engagement Policy

(Required)

Title 1, Part A Parent/Guardian and Family Engagement Policy

E1

Statement of Intent:

It is the policy of the Montpelier Roxbury Public Schools to maintain programs, activities, and procedures for the involvement of parent/guardians of students receiving services or enrolled in programs under Title 1, Part A of the Elementary and Secondary Education Act. These programs, activities, and procedures are described in school district and school-level compacts developed jointly with parent/guardians as required by law.

Policy:

It is the policy of the Montpelier Roxbury Public Schools (Local Education Agency or LEA) to plan and implement effective needs-based Title 1 services, activities, and procedures with meaningful consultation and involvement of parent/guardians and family members that comply with all parent/guardian and family engagement requirements, specifically those required by federal statute. The LEA will strive to ensure translation services and accessibility for all following documents and communications. As such the LEA is responsible for ensuring compliance with development and implementation of the following documents:

1. LEA PARENT/GUARDIAN AND FAMILY ENGAGEMENT POLICY: As a Title 1, Part A-served LEA we will outline and describe the ways in which we will be responsible for and address the parent/guardian and family requirements listed and will develop jointly with, agree on with, and distribute to, parent/guardians and family members a written parent/guardian and family engagement policy that meets all requirements described below.
2. SCHOOL-LEVEL PARENT/GUARDIAN AND FAMILY ENGAGEMENT PROCEDURE: Each of our schools served by Title 1, Part A will outline and describe the ways in which the school will be responsible for and address the parent/guardian and

family requirements listed. Each school will jointly develop with, and distribute to, parent/guardians and family members a written parent/guardian and family engagement procedure, agreed on by parent/guardians, that will describe the means for carrying out the requirements described below.

- a. SCHOOL-PARENT/GUARDIAN COMPACT: Each of our schools served by Title 1, Part A as part of their parent/guardian and family procedure, will develop jointly with, agree on with, and distribute to, parent/guardians and family members of participating children a school-parent/guardian compact to outline how parent/guardians, the entire school staff, and students will share the responsibility for improved student academic achievement and that means by which the school and parent/guardians will build and develop a partnership to help children achieve the state's academic standards.

Definitions:

Local Education Agency (LEA): for purposes of this policy, the supervisory district is the local education agency.

Parent/guardian: Includes a legal guardian or other person standing in loco parentis (such as a grandparent/guardian or stepparent/guardian with whom the child lives, or a person who is legally responsible for the child's welfare).

Parent/Guardian and Family Engagement (PFE): The inclusion of parent/guardians, families, schools, and communities in order to support learning and improve schools. Opportunities for the informed participation of parent/guardians and family members, including those who have limited English proficiency, those who have disabilities, and those of migratory children.

Implementation:

Montpelier Roxbury Public Schools (MRPS) will ensure the successful development and implementation of the written LEA Parent/guardian and Family Engagement Policy, school-based parent/guardian and family engagement procedures, and school-parent/guardian compact and will address all requirements in specific detail with review and revision on a periodic and timely basis.

To provide all children with significant opportunities to receive a fair, equitable, and high-quality education, and to close educational gaps, MRPS receives Title 1, Part A funds. Therefore, MRPS will develop, with the parent/guardians and family members of participating students, a written parent/guardian and family engagement policy. This policy will outline the LEA's expectations and objectives for meaningful parent/guardian and family engagement and the ways in which the LEA will implement and support opportunities for parent/guardian and family involvement in order to improve student academic achievement.

Part 1: General Requirements and Expectations

1. In order to support increased parent/guardian and family engagement to improve student academic achievement, MRPS has the following objectives:
 - a. To communicate with parent/guardians and families through a variety of media platforms (eg. print, social media, newsletters, in-person conferences/events, surveys, etc.);
 - b. To maintain school-based and district level Caregiver Councils with parent/guardians, principals, and district-level directors;
 - c. To utilize parent/guardian and community engagement meetings and events (eg. parent/guardian conferences, back-to-school nights, etc.) to engage parent/guardians and obtain feedback from parent/guardians/caregivers on such things as the school-parent/guardian compact and other supportive services provided to students;
 - d. To provide parent/guardians with resources and opportunities to support their children in engaging educational opportunities.
2. MRPS will take the following actions to involve parent/guardians and family members in the joint development of its LEA plan:
 - a. Involve the district level Caregiver Council on the creation and revision of the district-level compact;
 - b. Provide an intentional means to gather feedback (eg. google form) on the district website's curricular site so parent/guardians can provide feedback in real time when convenient for them, meeting appropriate translation and accessibility services;
 - c. Provide information through newsletters, school board presentations, and the district website about the assessment tools and instruments that are used to monitor progress;
 - d. Teachers providing remediation services to students who qualify will communicate with parent/guardians prior to the services being conducted to receive input on next steps;
 - e. Recordings of the annual Title 1, Part A meeting will be posted on the MRPS website with an input survey included through google form.
3. MRPS will take the following actions to involve parent/guardians and family members in the joint development of support and improvement:
 - a. Parents/guardians will be encouraged to attend the annual Title 1A meeting to review
 - i. The school-parent/guardian compact
 - ii. Continuous improvement plan;

- b. The district website will clearly articulate the multi-tiered system of support process for parents/guardians to access at a time and place most convenient for them;
 - c. Utilize MRPS PIE (Partners in Education) and Caregiver Councils to assist in identifying effective communication strategies;
 - d. Provide a comprehensive calendar of school district meetings to discuss pertinent topics;
 - e. Teachers providing remediation services will intentionally update parent/guardians regarding student progress toward their stated goal for the remediation service;
 - f. Parent/guardians can request meetings with school personnel (eg. administrators, teachers, etc.) whenever needed.
- 4. MRPS will take the following actions to provide coordination, technical assistance, and other support necessary in order to build capacity for parent/guardian and family engagement activities to improve student achievement and school performance:
 - a. Share data with the community three times a year during school board meetings and discuss what the data shows in regards to achievement as well as next steps for improvement.
- 5. MRPS conducts, with involvement of parent/guardians, an annual evaluation of the content and effectiveness of its Parent/Guardian & Family Engagement Policy in improving the academic quality of services under Title I, Part A. The evaluation will include identifying:
 - a. Barriers to greater family participation in parent/guardian and family engagement activities with particular attention to parent/guardians who are economically disadvantaged, disabled, have limited English proficiency, or are of any racial and ethnic minority;
 - b. The needs of parent/guardians and family members to assist with the learning of their children, including engaging with school personnel;
 - c. Strategies to support successful school and family interaction.
- 6. MRPS will take the following actions to use the findings of the annual evaluation to design evidence-based strategies for more effective parent/guardian and family engagement and to revise the LEA Parent/guardian and Family Engagement Policy, if necessary:
 - a. School Leadership Teams (eg. Guiding Coalitions made up of teachers and administrators) will analyze information gathered through annual evaluation for themes;
 - b. Feedback suggested through evaluation will be analyzed by each school-level and district-level Caregiver Council;
 - c. Feedback and strategies will be shared through social media channels, newsletters, and the MRPS website.

7. MRPS will take the following actions to involve parent/guardians in the activities of the schools:
 - a. Collaborate with MRPS PIE (parent/guardian organization) and Caregiver Councils in activities and communication needs;
 - b. Monitor this policy on a yearly basis at a public school board meeting;
 - c. Publicize events happening at the school throughout the year through multiple means.

Part II: Building Capacity for Involvement

To ensure effective involvement of parent/guardians and support for partnerships among the schools, parent/guardians, and the community in order to improve student achievement, MRPS will use the following strategies:

8. MRPS will provide assistance to parent/guardians of children served by the LEA in understanding the following topics:
 - a. State academic standards
 - b. State and local academic assessments
 - c. Title 1, Part A requirements
 - d. Progress monitoring
 - e. Working with educators to improve their children's achievement
9. MRPS will take the following actions in order to provide this assistance:
 - a. The MRPS website has a section that provides parent/guardians and community members detailed information on the district's priority standards, proficiency scales, graduation standards, and other critical components of curriculum;
 - b. The MRPS Local Assessment Plan is available on the MRPS website;
 - c. All schools hold a Title 1 information meeting yearly;
 - d. Communication regarding student progress is provided through parent/guardian conferences, report cards, communication from teachers through a variety of mediums (eg. emails, newsletters, etc.);
 - e. Providing academic games, books, and other relevant materials as necessary.
10. MRPS will provide materials and training, as appropriate, to help parent/guardians work with their children to improve their children's achievement:
 - a. Academic games, books, and other relevant materials are provided with information on how to best use them with children;
 - b. Resources are provided as relevant to a student's specific learning need.

11. MRPS will take the following actions to educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff with the assistance of parent/guardians in the following areas:
 - a. The value of contributions of parent/guardians
 - b. Communicating and working with parent/guardians as equal partners
 - c. Implementing and coordinating student plans
 - d. Building ties between school and home
12. Administrators will address the need to involve parent/guardians/caregivers in their children's education during staff meetings and teacher in-service as necessary.
13. The MRPS administrators or their designees will work with school staff regarding building relationships between home and school.
14. The MRPS administrators or their designees collaborates with school leaders and teachers in providing workshops and presentations for families.
15. MRPS will, to the extent feasible and appropriate, coordinate and integrate Title I parent/guardian involvement programs and activities with other Federal, State, and local programs and conduct other activities that encourage and support parent/guardians in more fully participating in the education of their children. MRPS will take the following actions to coordinate and integrate parent/guardian involvement programs:
 - a. Provide college and career readiness information/guidance to parent/guardians and families of graduating students;
 - b. Collaborate with MRPS PIE in events for families outside of school hours;
 - c. Connect requirements of the MRPS Wellness Policy with the needs addressed in this policy;
 - d. Advertise in multiple ways events occurring in the school and volunteer opportunities for parent/guardians/caregivers.
16. MRPS will take the following actions to ensure that information related to the school and parent/guardian programs, meetings, and other activities is sent to the parent/guardians of participating children in a format and, to the extent practicable, in a language the parent/guardians can understand:
 - a. Written communication is translated and sent home for families who are multilingual with limited English proficiency;
 - b. Translators are provided during parent/guardian meetings when needed;
 - c. All communications on the MRPS website have translation functionality.

17. MRPS will take the following actions to provide other reasonable support for parent/guardian involvement activities, as parent/guardians may request:
- a. Teachers and administrators respond to all reasonable requests by parent/guardians and families including:
 - i. Providing students who are homeless all resources stated in McKinney Vento¹;
 - ii. Additional parent/guardian meetings;
 - iii. Email and phone communication regarding their child's progress;
 - iv. Support for social emotional learning (SEL) needs through school counselors, teachers who specialize in SEL, and other mental health providers.

Part III: Adoption

This LEA's Parent/guardian and Family Engagement Policy has been developed jointly with, and agreed on with, parent/guardians of children in our schools over various meetings and discussions in Spring 2025. This policy was adopted by the MRPS on <<<<<< and will be in effect for the period of one school year. The LEA will distribute this policy to all parent/guardians on or before October of each new school year.

Date Warned: 05-16-2025

Date Adopted:

Date of Last Revision:

¹ The McKinney-Vento Homeless Assistance Act (McKinney-Vento Act) is a federal law that ensures homeless children and youth have access to a free, appropriate public education, including preschool, and provides them with the necessary support to succeed academically.