

St. Paul Elementary School Parent and Family Engagement Policy/Plan and Procedures

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

- A. St. Paul School will jointly develop/revise with parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement policy/procedures to the local community.

(List actions)

- School Leadership Team to develop Annual Action Plan
- Parent and Family Engagement (PAFE Meeting)
- Parent Survey
- Parent on school improvement teams
- Parents on county improvement teams

- B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

(Describe when and where the annual meeting will be held)

- The meeting will be held at Fancy Gap Elementary School in the Fall of the current school year during Open House.

(Describe how flexibility is provided)

- Flexible meetings whether morning, evening, or virtual will be provided to parents.
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school

plan under Section 1112, schoolwide under Section 1114, and the process of the school review and improvement under Section 1116.

- Parent surveys
- Parent on school improvement teams
- Parents on county improvement teams

- C. Provide parents of participating children—

- a. Timely information about programs under this part.
- b. 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.
- c. If requested by parents, 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 practically possible.

(List actions)

- Provide school level information sessions
- Provide workshops and activities for parents regarding school level information
- Parent-Teacher contacts
- Include parents in parental involvement councils (school and county levels)

- D. If a schoolwide program plan 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 district.

(List actions)

- Use parent comments from Title I surveys and send comments to the Director of Federal Programs for review.

PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level Parent and Family Engagement policy, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

-Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement.

-Provide frequent reports to parents on their child's progress.

-Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

- Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

(List actions)

- Parent-Teacher conferences will be held twice during the school year to discuss suggestions and implementations of student progress.
- Current student performance can be found on the Parent Portal of Power School.
- A copy of the student's report card will be provided to each parent.
- PALS and ACCESS test scores are shared with parents.
- The link to the school report card will be posted on the school website.
- School Reach calls are made by the principals and central office staff to convey necessary information to parents.

BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school and district must:**

- 1) Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.

(List actions)

- Parent-Teacher conferences will be held twice during the school year to discuss suggestions and implementations of student progress.
- Current student performance can be found on the Parent Portal of Power School.
- A copy of the student's report card will be provided to each parent.
- PALS and ACCESS test scores are shared with parents.

- The link to the school report card will be posted on the school website.
 - School Reach calls are made by the principals and central office staff to convey necessary information to parents.
- 2) Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).
- (List actions)
- Provide materials to parents during Open House, parent-teacher conferences and other school events.
 - Provide conferences with parents and teachers.
 - Provide educational assemblies and parent events.
- 3) Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parents and their communities to increase academic achievement.
- (List actions)
- Various topics discussed during county wide professional development activities
 - Various topics discussed during school faculty meetings
- 4) Coordinate and integrate parent 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 parent engagement.
- (List actions)
- Providing parent involvement events in academic content
 - Provide parents access to new resources and techniques
 - Provide parental involvement events for LEP/migrant students
- 5) Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.
- (List actions)
- A copy of all policies will be provided to each parent.
 - Parent Involvement conferences and Federal Programs website.
 - Materials and letters will be provided in the student's home language.
 - Parent contact will be made using multiple modalities.

The following are allowable activities:

- 6) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
(List actions)
 - Request parent input and feedback.
- 7) May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.
(List actions)
 - School level funding
 - Grant money
- 8) May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
(List actions)
 - District Funds
 - Childcare provided by Americorp volunteers when available
 - School level funding
 - Grant money
- 9) May train parents to enhance the involvement of other parents.
(List actions)
 - Provide parent involvement activities
- 10) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.
(List actions)
 - Provide as needed.
- 11) May adopt and implement model approaches to improving Parent and Family Engagement.
(List actions)
 - Provide as needed.
- 12) May establish a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.
(List actions)
 - Share information at the Superintendent's Parent Advisory meeting
- 13) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.
(List actions)
 - Community School Liason or contacts
 - District provides Parent Connect – includes Parent Involvement opportunities

PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school

reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.
(List actions)

- All materials and letters will be provided in the student's home language. Also, translators will be provided.

PART IV-ADOPTION – This St. Paul School Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by St. Paul School on 08/04/22 and will be in effect for the period of 2023-2024. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 10/01/23.

Signature of Title I Authorized Representative

08/04/2023

Date

Name and Signature of Parents, Students, and Staff Involved in the Policy Development Process:	
Name	Signature