



Smithfield Elementary School

2019-2020



Parent and Family Engagement Policy

Purpose

Smithfield Elementary recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. This policy was developed by Smithfield Elementary in collaboration with, and agreed to by, parents and family members. It describes how parents and family members will be engaged at the school level and the means of carrying out the requirements of The Every Student Succeeds Act (ESSA) Section 1116.

What is Family Engagement

Smithfield Elementary understands that parent and family engagement means the participation of parents and families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- Parents and families play an integral role in assisting their child's learning
- Parents and families are encouraged to be actively involved in their child's education at school
- Parents and families 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



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Components of Smithfield Elementary's Parent and Family Engagement policy

This policy complies with federal law related to the engagement of parents and family members, establishes the school's expectations for parent and family engagement, and describes how the school will implement a number of specific parental and family engagement activities.

ANNUAL TITLE I MEETING

Smithfield Elementary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parental involvement policy, the schoolwide plan, and the school-parent compact.

An annual Title I Parent Meeting will be held each fall to inform parents of the requirements of Title I and the school's participation, as well as parents' rights to be involved. Notice of the meeting will be given via:

- *School Website*
- *Email and/or phone call*
- *Class Dojo*
- *Seesaw*
- *Monthly Newsletters*
- *Brunch with the Principal*

FLEXIBLE NUMBER OF MEETINGS

Smithfield Elementary will offer a flexible number of engagement meetings at convenient times for families, such as meetings in the morning or evening (for which the school may use Title I funds to provide transportation, child care or home visits, as such services relate to parental involvement).

- *Annual Title I meeting in the fall*
- *Conferences fall and spring, day and evening hours available*
- *Family events, day and evening*
- *Meetings by appointment at parent request*

JOINTLY DEVELOPED

Smithfield Elementary will take the following actions to involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan.

- *At the beginning of the school year, we will meet with parents and other stakeholders to review and update the current Title I Comprehensive School Plan.*
- *During our Annual Title I Parent Meeting in the fall, parents will receive information about the school's Parent and Family Engagement Plan and will be informed of their parental right to be involved in the planning and development of the plan through meetings, surveys and questionnaires. If the program plan is not satisfactory to parents, they may submit comments on the plan to the school administrator. The plan will be sent home with students at the beginning of each school year and posted to the school's website.*

COMMUNICATION

Smithfield Elementary will provide parents of participating children timely information about programs under Title I, including:

- a) a description and explanation of the curriculum in use,
- b) forms of academic assessment used to measure student progress,
- c) achievement levels of the challenging state academic standards, and
- d) if requested by parents, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicable possible.

Information related to the school and parent programs, meetings, and other activities, will be 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.

- *Information will also be provided through various means, including:*
 - *Fall Back to School Night*
 - *Annual Title I Parent Meeting*
 - *Parent-Teacher Conferences (Fall/Spring)*
 - *District Website*
 - *School Website*
 - *Email and/or phone call*
 - *Title I Parent Resource Cart*
 - *Class Dojo*
 - *Seesaw*
 - *Newsletter*
 - *Multicultural Literacy Night*
 - *Brunch with the Principal*

SCHOOL-PARENT COMPACT

Smithfield Elementary will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how families, school, staff, and students will share the responsibility for improved student academic achievement and develop a partnership to help children achieve the state's high standard and how the plan is used, reviewed, and updated.

Smithfield Elementary will hold an annual parent meeting to review and discuss any needed changes to the jointly developed school compact. This compact will outline how the entire school staff, parents, and students will share the responsibility for improved student academic achievement. The compact will describe not only the school's responsibility in providing high quality instruction and curriculum, but the student and parent responsibilities for meeting and supporting the learning processes. The updated compact will be sent home with each student at the beginning of the school year and be posted on the school's website.

BUILD CAPACITY OF PARENTS

Smithfield Elementary will build the parents' capacity for strong parental involvement to ensure effective involvement of parents and families and to support a partnership among the school and the community to improve student academic achievement through the following:

- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate to foster parental involvement
- Provide assistance to parents of participating children, as appropriate in understanding topics such as the following:
 - the state's academic content standards,
 - the state's student academic achievement standards,



- o the state and local academic assessments including alternate assessments,
- o the requirements of Title I, Part A,
- o how to monitor their child's progress, and
- o how to work with educators to improve the achievement of their children.
- Educate school personnel, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of the contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.
- Coordinate and integrate parental involvement 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 parents to fully participate in the education of their children.
- *Smithfield Elementary will offer parent workshops during the school year on the following topics: Title I Overview, Technology, Mathematics, and Literacy.*
- *Information will also be provided through various means, including:*
 - o *Fall Back to School Night*
 - o *Annual Title I Parent Meeting*
 - o *Parent-Teacher Conferences (Fall/Spring)*
 - o *District Website*
 - o *School Website*
 - o *Email and/or phone call*
 - o *Title I Parent Resource Cart*
 - o *Class Dojo*
 - o *Seesaw*
 - o *Newsletter*
 - o *Multicultural Literacy Night*
 - o *PTO Meetings*
- *School personnel receive professional development at the start of each school year to reinforce the importance of parents as partners in their child's education.*
- *Headstart*
- *Early Intervention*

ACCESSIBILITY

Smithfield Elementary, in carrying out these parent and family engagement requirements, shall provide full opportunities, to the extent practicable, for the participation of parents and family members (including parents and family members with 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.

The school will make any reasonable accommodations necessary to ensure the inclusion of all parents and family members. For example, the school and district websites can be translated on the webpage, all documents can be translated through a translation program, and a translator, to the extent practicable, will be provided upon request.

The Smithfield Elementary learning community builds responsible citizens and instills respect for self and others in a safe learning environment that encourages problem solving through cooperation and individual excellence.

