

Penn Treaty School
Parent and Family Engagement Policy

School Year 2020-2021
Revision Date: : 03/13/20

In support of strengthening student academic achievement, **Penn Treaty School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Penn Treaty School** agrees to implement the following requirements as outlined by Section 1116:

- 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 under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA 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 local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and 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) 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) Other activities are carried out, such as those described in Section 1116 of the ESSA

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

Section A: JOINTLY DEVELOPED

Penn Treaty will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

- Penn Treaty School holds monthly SAC meetings open to all parents/ guardians, where Title I programs are discussed.
- Parents are invited to review and provide input on the Parent and Family Engagement Policy and the School-Parent Compact annually during the Spring Title I Meeting. This document was reviewed by parents and updated on 03/13/20. Title I programs are reviewed annually, in the Fall, and parent input on the school plan and budget for the subsequent school year is solicited during the annual Winter Title I Meeting.
- Penn Treaty School does a parent survey to include input into planning.

Section B: ANNUAL TITLE I MEETING

Penn Treaty 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 parent and family engagement policy, the schoolwide plan, and the school-parent compact.

- The Annual Title I meeting is held during the Back to School Night (Fall) and all this information is disseminated at that time through a powerpoint presentation. All parents/ guardians are invited to attend. In order to notify all of the parents about this meeting, there is a letter sent home with the students (in parent-friendly language), a robo-call made and announcements posted on our social media websites.

Section C: COMMUNICATIONS

Penn Treaty will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) 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.

- Information is sent home regularly to inform parents of upcoming meetings, programs, and to communicate announcements. Meetings and conferences are held both during the day and in the evenings. This information is sent home in clear, parent-friendly language, in English and Spanish, and will be offered in other languages upon request. The district Multilingual office has translation capacity if we request it. Fliers sent home with students, robo-calls, text notifications, social media posts, and the website are all utilized to communicate with parents. The Bilingual Counseling

Assistant is available every Tuesday to assist with translations, and also hosts regular meetings with Spanish speaking families and coordinates meetings with administrators as necessary. A bilingual secretary and counselor are also available to speak with non-English speaking parents.

Section D: SCHOOL-PARENT COMPACT

Penn Treaty will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

- The compact will be developed annually during the Spring Title 1 meeting, along with the Parent and Family Engagement Policy. All parents/ guardians are welcome to attend this meeting and be involved in the development of the Compact. To notify all parents/ guardians of this meeting: there is a letter sent home in the backpack (in parent-friendly language), a robo-call made, a text notification, and announcements posted on our social media websites. This year's School-Parent Compact was reviewed and parent input incorporated on 03/13/20.

Section E: RESERVATION OF FUNDS

Penn Treaty School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

- The school will share the school budget and plan with families during the Winter Title 1 meeting, which was held on December 10, 2019, and during the SAC meetings in order to solicit feedback about the subsequent school year. To notify all parents/ guardians of this meeting: there is a letter sent home with the students (in parent-friendly language), a robo-call made, a text notification, and announcements posted on our social media websites.

Section F: COORDINATION OF SERVICES

Penn Treaty School will, to the extent feasible and appropriate, coordinate and integrate parent and family 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 parents in more fully participating in the education of their children by:

- The school has a parent resource room to allow parents to learn about programs and services that could benefit them.
- The school counselors are also available to meet with parents/ guardians to discuss services and programs that will support their needs.
- The school counselors also create and maintain partnerships with multiple organizations and programs to support the students and families of the school.

Section G: BUILDING CAPACITY OF PARENTS

Penn Treaty School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

1. Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
2. 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 parent and family engagement
3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - a) The challenging State's academic standards
 - b) The State and local academic assessments including alternate assessments
 - c) The requirements of Title I, Part A
 - d) How to monitor their child's progress
 - e) How to work with educators to improve the achievement of their child
 - Topics a) through e), and an outline of the curriculum used at Penn Treaty are topics covered as part of the annual Title I Meeting held in conjunction with Back to School Night every fall.
 - Trainings will be held at the school to allow the parents to learn how to access and utilize the parent portal which allows parents to monitor their child's academic record, attendance, and communicate directly with school staff. Additionally, the parent resource center will allow parent/ guardian's access to a computer to utilize the portal or other resources.
 - Parent Teacher Conferences will be scheduled at the end of each quarter (with one evening time per year) to allow parents/ guardians the opportunity to meet with teachers/ staff to discuss their child's progress.
 - Additionally, parents may request a meeting with administration or teachers by calling the school counselor to schedule them.

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Penn Treaty School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of 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 by:

- There will be a professional development to educate staff on strategies to build their capacity to work with parents/guardians as equal partners. This PD will be developed based on input solicited from parents via surveys and will be held during a Fall or early Winter district PD day.

Penn Treaty School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- Hosting monthly SAC meetings.
- Allowing parents/ guardians to request meetings with teachers or administrative staff through calling the school counselor or teachers directly.

Sam Howell
Principal Signature

9/15/20
Date