

## PARENT AND FAMILY ENGAGEMENT

The Board of Education believes that positive parent and family engagement is essential to student achievement, and thus encourages such involvement in school educational planning and operations. Parent and family engagement may take place either in the classroom or during extra-curricular activities. However, the Board also encourages parent and family engagement at home (e.g., planned home reading time, informal learning activities, and/or homework "contracts" between parents, family members and children). The Board directs the Superintendent of Schools to develop a home-school communications program in an effort to encourage all forms of parent and family engagement.

### **Title I Parent and Family Engagement- District Level Policy**

Consistent with the parent and family engagement goals of Title I, Part A of the federal No Child Left Behind Act of 2001 (NCLB) and its reauthorization in the Every Student Succeeds Act (ESSA), the Board of Education will develop and implement programs, activities and procedures that encourage and support the participation of parents and family members of students eligible for Title I services in all aspects of their child's education. The Board also will ensure that all of its schools receiving Title I, Part A funds develop and implement school level parent and family engagement procedures, as further required by federal law.

For purposes of this policy, parental involvement refers to the participation of parents in regular, two-way, and meaningful communication, involving student academic learning and other school activities.

At a minimum, parent and family engagement programs, activities and procedures at both the district and individual school level must ensure that parents and family members:

- Play an integral role in assisting their child's learning;
- Are encouraged to be actively involved in their child's education at school; and
- 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.

The federal definition of the term "parents" refers to a natural parent, legal guardian or other person standing in *loco parentis* (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child's welfare).

District and school level Title I parent and family engagement programs, activities and procedures will provide opportunities for the informed participation of parents and family members (including those who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children).

As further required by federal law, parents and family members of students

eligible for Title I services will be provided an opportunity to participate in the development of the district's Title I plan, and to submit comments regarding any aspect of the plan that is not satisfactory to them. Their comments will be forwarded with the plan to the State Education Department.

Parents and family members also will participate in the process for developing either a comprehensive or targeted "support and improvement plan" when the school their child attends is identified by the State as needing this plan.

**(A) Parent and family member participation in development of district wide Title I plan**

The Board, along with its superintendent of schools and other appropriate district staff will undertake the following actions to ensure parent and family member involvement in the development of the district wide Title I plan:

1. Title I Schools will hold an annual Title I Meeting for parents and appropriate staff to explain Title I, its requirements and the rights of parents to be involved. The Meeting will take place in September at Back To School Night. Parents will be notified via school newsletters sent to the home, via notices posted on the website, and via robocalls. All notices and robocalls will be made available in multiple languages through the use of translation services for parents/guardians.
2. The Meeting will be used to provide Title I Policy development information to parents/guardians. Title I parents will be informed throughout the year periodically regarding the following opportunities when they will be able to submit/contribute input regarding the District Title 1 Policy:
  - A. **Sited Based Committee School Level Meetings:** Date and Time of these afternoon building based meetings at which Policy input will be discussed are provided to parents/guardians at Back to School Night Meetings, will be posted on the website and will be communicated via robocalls. Appropriate translation services for all referenced communications will be provided. While these are closed meetings, Title I parents may share their input with Committee members for discussion at the meetings.
  - B. **Curriculum Council Meetings:** Date and Time of these afternoon meetings at which Policy input will be discussed are provided to parents/guardians at Back to School Night Meetings, will be posted on the website and will be communicated via robocalls. Appropriate translation services for all referenced communications will be provided.
  - C. **Curriculum Committee Meetings:** Date and Time of these evening meetings at which Policy input will be discussed are provided to parents/guardians at Back to School Night Meetings, will be posted on the website and will be communicated via robocalls. Appropriate translation services for all referenced communications will be provided.
  - D. **District Shared Decision Making Committee Meetings:** Date and Time of these afternoon meetings at which Policy input will be discussed are provided to parents/guardians at Back to School Night Meetings, will be posted on the website and will be communicated via robocalls. Appropriate translation

services for all referenced communications will be provided. While these are closed meetings, Title I parents may share their input with Committee members for discussion at the meeting.

- E. **District Policy Committee Meetings:** Date and Time of these afternoon District Meetings at which the Title I Policy will be discussed are provided to parents/guardians at Back to School Night Meetings, will be posted on the website and will be communicated via robocalls. Appropriate translation services for all referenced communications will be provided.
- F. **District PTA Council / Building PTA Meetings:** Date and Time of these monthly meetings at which Policy input will be discussed are provided to parents/guardians at Back to School Night Meetings, will be posted on the website and will be communicated via robocalls. Appropriate translation services for all referenced communications will be provided.

**(B) Development of school level parent and family engagement approaches**

The superintendent of schools will ensure that all district schools receiving federal financial assistance under Title I, Part A are provided coordination, technical assistance and all other support necessary to assist them in planning and implementing effective parent and family engagement programs and activities that improve student achievement and school performance. As appropriate to meet individual local needs, the superintendent shall develop a program that includes the six types of parent involvement outlined by the National Network of Partnership Schools and endorsed by the National PTA:

Parenting: Help families establish home environments to support children as students. Resources such as Parent Center, Robocalls, Pupil Personnel Services Staff, Parent Portal, Bullying, Homework Support.

- **Communicating:** Design effective forms of school-to-home and home-to-school communications about school programs and children's progress. Ex. Parent Portal, Propio Translation Services, Robocalls, Website, Twitter.
- **Volunteering:** Recruit and organize parent and family member help and support. Ex. Active PTA Council and PTSA.
- **Learning at Home:** Provide information and ideas to families about how to help students at home with homework and other curriculum-related activities, decisions and planning. Help parents to get tools they need to access posted lessons on website, learning environments, healthy eating, homework locations, and to learn about high school meetings and At-Risk students' posted lessons on website.
- **Decision-Making:** Include parents and family members in school decisions; develop parent leaders and representatives. Ex. Shared Decision Making, Site-based, Board Committees.
- **Collaborating with Community:** identify and integrate resources and services from the community to strengthen school programs, family practices, and student learning and development. Ex. Safety Committee, Fire Safety, Internships, Work Experience Opportunities, Police.

### **Building capacity for parental involvement**

To build parent capacity for strong parental involvement to improve their child's academic achievement, the district and its Title I, Part A schools will, at a minimum:

1. Assist parents in understanding such topics as the state's academic content challenging academic standards, state and local academic assessments, Title I requirements, how to monitor their child's progress and how to work with educators to improve the achievement of their child.

To achieve this objective, the district and its Title I schools will:

- Conduct flexible meetings throughout the school year to assist parents in supporting the academic performance of their children.
- Send mailers and listservs to update parents on future school events, especially those events pertaining to academic topics and student performance.
- Maintain a comprehensive school website featuring instructional information, announcements, and email/phone access to all teaching staff.
- Annually publish and distribute to parents a school calendar that highlights events and assessments throughout the year.
- Hold parent information meetings on assessments, learning standards, school curricula and student safety. Meetings may be offered at different times in the day or evening.
- Work with the local public library regarding curriculum based materials and the use of the library to engage parents in workshops connected with academic achievement.
- Work with Northwell Coalition as well as Northwell Pre-Prom Meetings.

2. Provide materials and training to help parents work to improve their child's academic achievement such as literacy training and using technology (including education about the harms of copyright piracy). To achieve this objective, the district and its Title I schools will:

1. Communicate often with parents with regard to literacy programs across the district. The district will provide materials and information about topics such as, but not limited to, the essential components of reading/math instruction, effective use of the Internet for families to access student reports, supplemental educational services and other opportunities to promote student achievement.
2. Provide parents mailings and support in accessing their child's academic performance through our student management system.
3. The district offers a summer reading program in conjunction with the

PTSAs and local library to enhance students' literacy. All stakeholders, including parents, are involved in the creation of the reading list. Communication and support is offered to students and parents to facilitate the reading program.

3. Educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff: with the assistance of parents, in understanding the value and utility of a parent's contributions and on 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 schools.

To achieve this objective, the district and its Title I schools will:

- Utilize the school-parent compact to discuss school programs that help to link our schools to the community.
  - Create events that promote a connection with parents, their children and our schools (Argonauts Save Our Oceans Program, STEM Nights at our schools etc... )
  - Work with staff on best practices for parent outreach via staff meetings and professional development.
4. Ensure that information related to school and parent-related programs, meetings and other activities is sent to the parents of children participating in Title I programs in an understandable and uniform format, including alternative formats, upon request, and to the extent practicable, in a language the parents can understand.

**(C) Coordination of parental involvement strategies**

The district will coordinate and integrate strategies adopted to comply with Title I, Part A parental involvement requirements with parental involvement strategies adopted in connection with other Federal, State, and local programs, including public preschool programs. It will do this as follows:

1. **Parent Center:** Periodically offering Monthly Parent Center small-group information sessions to parents/guardians which will occur during morning, afternoon and evening hours.
2. **Parent University Model:** Periodically offering large-group Parent University Model information sessions which will occur during Fall and Spring, scheduled during evening hours.
3. **PTA Council Meetings:** Offering periodic information sessions which will occur during monthly evening PTA Council meetings.
4. **District Meetings:** The following scheduled meetings provide opportunities for Title I Parents to provide input and feedback:
  - a) Board of Education monthly meetings
  - b) Communication Advisory Committee meetings
  - c) Special Education Advisory Committee Meetings

**(D) Review of district wide parent and family engagement policy**

The Board, along with its superintendent of schools and other appropriate staff will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of Title I schools, including the identification of barriers to greater participation by parents in activities under this policy, and the revision of parent and family engagement policies necessary for more effective involvement. To facilitate this review, track participation and target areas/ population for improvement. The district will conduct the following activities:

- The Assistant Superintendent for Curriculum and Instruction will work with District Administrators to create processes and procedures to support this policy.
- A yearly meeting will be held by the Assistant Superintendent for Curriculum and Instruction. At that meeting a translator will be available, as needed.
- Title I Parents will be active participants in the development of our Title I plan and be asked to evaluate the Parent and Family Engagement Policy.

**(E)** Based upon the data collected during the annual review of the Parent and Family Engagement Policy, evidence-based strategies will be designed to result in more effective parental involvement. The District will accomplish this by discussing the data collected with parent stakeholders in the following venues:

1. Site-Based Teams at each school;
2. Curriculum Council District Meetings;
3. Curriculum Committee District Meetings;
4. Shared Decision Making District Meetings;
5. Policy Committee District Meetings;
6. Board of Education Monthly Meetings;
7. Communications Advisory Committee Meetings; and
8. Special Education Advisory Committee Meetings

**(F)** The school staff shall involve parents in an organized, ongoing, and timely way, in planning, review and improvement of Title I programs, including the planning, review, and improvement of the school's Parent and Family Engagement Policy. To accomplish this:

1. The Assistant Superintendent for Curriculum and Instruction will work with District Administrators to create specific processes and procedures to support the Policy implementation.
2. An Annual meeting for parents will be facilitated by the Assistant Superintendent for Curriculum and Instruction, at which a translator will be present, as needed, to discuss modifications and improvements for the Title I Policy.

Adopted: February 12, 2020