

Title I School-Level Parent and family Engagement Policy

Davis Elementary

2.0 With approval from the local governing board, Davis Elementary has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4]) *[Describe how the school Jointly develops with, and distributes to, parents and family members of Title I students a written parent and family engagement policy.]*

Davis Elementary School has jointly developed with and distributed to parents of participating students the following written Title I parental involvement policy. The policy has been agreed on by parents of Title I students and describes the means for carrying out the following Title I parental involvement requirements: [Title I Parental Involvement, 20 USC 6318(a)-(f)]

2.1 Involvement of Parents in the Title I Program

The school-level parent and family engagement policy shall describe the means for how Davis Elementary school shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School convenes an annual meeting to inform parents of participating students of the requirements of Title I and their rights to be involved during the month of September:

At our Title I meeting we discuss:

- * Title I Program Overview and Goals
- * Parent rights under Title I
- * Parent involvement at Davis Elementary School (School Site Council)
- * School achievement data
- * Single Plan for Student Achievement
- * Title I Funding
- * Title I Parent Policy and School-Parent Compact
- * Uniform Complaint Procedures

- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. § 6318[c][2])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School offers a flexible number of meetings to encourage parent participation via:

- * Back To School Night
- * Title I Annual Parent Meeting
- * School Site Council
- * English Learner Advisory Committee (ELAC) Parent Meetings
- * Academic Conferences

* Open House

Meetings are held in person and/or virtually.

- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School involves parents of participating students in an organized, ongoing, and timely way in the planning, review, and improvement of its Title I programs and Title I parental involvement policy.

- * The Annual School-wide Title I Parent meeting introduces parents to the parent involvement policy
- * The School Site Council convenes a special parent meeting to all parent groups on campus to review and update the parent involvement policy.
- * The ELAC also reviews the parental involvement policy.
- * The parental involvement policy is also discussed during individual School Parent / Student conferences.

- d) The school provides parents of participating children with the following:

- i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School provides parents with timely information through

- * Parent Newsletters, Blackboard connect messages, and through the use of ClassDojo.
- * Parents are informed of School Site Council and English Language Advisory Committee meetings by emails and flyers.

- ii. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

[Briefly describe or list the activities the school will implement to address this requirement.]

Parents receive an explanation of the curriculum, academic assessments and proficiency levels during:

- * Back to School Night
- * Academic Conferences
- * School Site Council
- * ELAC, Title I Parent meetings
- * Open House

- iii. 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 practicably possible. (20 U.S.C. § 6318[c][4][C])

[Briefly describe or list the activities the school will implement to address this requirement.]

Parents have the opportunity to request meetings:

- * Conferences with Parents are scheduled
- * Teachers are available within 24 hours of parent request (during prep period and before/after school)
- * Administration also makes themselves available to Parents
- * Student-Parent Conferences, IEP's, SST's, 504's, etc.

- e) If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency (LEA). (20 U.S.C. § 6318[c][5])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School will submit all written documentation of parent comments that reflect that the program is not satisfactory to LEA.

2.2 Building Capacity for Involvement

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 local educational agency assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

- a) The school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School assists parents in understanding academic content and achievement standards and assessment and how to monitor and improve the achievement of students in the following ways:

- * Teacher-Parent Conferences
- * Informal parent requests
- * Ongoing parent communication from teachers

- b) The school provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School provides materials and training to help parents work with their children to improve their children's achievement. Activities include the following:

- * Opening Day Packets
- * Academic Conferences
- * Back to School Night
- * Literacy Month book/materials
- * STEM Family Night
- * Other special meetings as scheduled through the school year

- c) The school educates 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. (20 U.S.C. § 6318[e][3])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School educates staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.

- * Review with teachers the results of the Annual Parent Surveys
- * Routinely discuss strategies to enhance parent involvement

- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School will develop appropriate roles for community organizations.

- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School distributes information related to school and parent programs, meetings, and other activities in a form and language that the parents understand.

* School to home communication is sent in the two predominant languages (English and Spanish) in different formats: via automated caller Blackboard Messenger, newsletters, and flyers.

* Information is shared through ClassDojo which provides parents the ability to translate into their home language.

* Additional information is sent in other languages as the need arises.

- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School provides support for parental involvement activities requested by parents.

* Parents are always encouraged at all meetings (SSC, ELAC, Title I) to inform the school as to their interest on services and/or information about any given topic.

2.3 Accessibility

In carrying out the parent and family engagement requirements of Title I, Part A, Davis Elementary, 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 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School, to the extent practicable, provides full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students including providing information and school reports in a format and, to the extent practicable, in a language parents that participating students understand.

* School to home communication is sent in the two predominant languages (English and Spanish – flyers and Newsletters) and whenever possible in other languages as need arises.

* Blackboard Messenger telephone messages

* ClassDojo

2.4 School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under this part 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 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 school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

As members of the instructional staff of Davis Elementary School, we will:

- * Communicate high expectations for every student.
- * Endeavor to motivate all students to learn.
- * Teach and involve students in instruction that corresponds to State Standards.
- * Participate in professional development opportunities that improve teaching and learning.
- * Enforce rules equitably and involve students in creating a warm and caring learning environment.
- * Communicate regularly with families about their child's progress in school.
- * Provide information to families on what they can do to support their child's learning.
- * Participate in shared decision-making with parents for the educational well-being of students.
- * Respect school colleagues, students, and families.

- b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])

[Briefly describe or list the activities the school will implement to address this requirement.]

At Davis Elementary School, Parent-Teacher conferences are utilized to discuss the School-Parent Compact and identify the ways that parents can participate in their child's education and achievement. Parents have access to teachers through email and various apps to communicate concerns.

2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School provides reports to parents on their child's progress in the form of Progress Reports and Report Cards quarterly. Additionally, parents can access Aeries Parent Portal or request updates regarding their children's progress.

3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary Staff are available to parents through email and phone calls. In a traditional year, parents are invited to volunteer in classrooms and on field trips, as well as observe classroom activities and attend assemblies and evening events. During the COVID-19 pandemic, opportunities for parents to be on-campus are restricted to maintain the safety of Davis students and staff.

4. 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. (20 U.S.C. § 6318[d][2][D])

[Briefly describe or list the activities the school will implement to address this requirement.]

Davis Elementary School provides communications in English and Spanish, as well as Khmer for parents who require interpreting. Staff are available to address parent concerns, as needed, and additional language support is available through the district.

**It may be helpful to include the parent and family engagement policy review in the annual review of the Local Control and Accountability Plan Federal Addendum.*

***The policy must be updated periodically to meet changing needs of parents and family members and the LEA. If the LEA has a process in place for involving parents and family members in planning and designing the school's programs, the LEA may use that process if it includes adequate representation of parents and family members of children receiving Title I, Part A services.*