



Title I School-Level Parent and family Engagement Policy

Lois E. Borchardt Elementary

11/9/2021

2.0 With approval from the local governing board, Lois E. Borchardt 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.]*

Lois Borchardt Elementary works in collaboration with School Site Council and English Learner Advisory Committee to develop our Parent and Family Engagement Policy. This policy is distributed to parents through our Blackboard Connect Messaging Application, our school website, and paper copies are also available in the office.

2.1 Involvement of Parents in the Title I Program

The school-level parent and family engagement policy shall describe the means for how Lois E. Borchardt 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.]

- Information about Title I is provided at our annual Back to School Night. Prior to start of Back to School Night, we conduct our Annual Title 1 Meeting.
- During the Annual Title 1 Meeting, parents are provided information about the Title 1 program and explain the requirements. In addition, we review student outcome data with parents.
- Additional meetings are held and parents are provided Title I information throughout the year.

- 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.]

A flexible number of meetings will be held at various times based on supporting parents schedules and child care, as practicable.

- 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.]

- Lois E. Borchardt Elementary Parent Involvement Policy and our Student/parent/Staff Compact are reviewed annually by the School Site Council, English Language Advisory Committee and the Borchardt Leadership Committee.
- The Title 1 Plan is reviewed as part of the annual Single Plan for Student Achievement review.

- 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.]

Lois E. Borchardt communicates through digital parent meetings, Blackboard Connect messages, parent newsletter, Back-to-School-Night, School Site Council, ELAC, and PTA.

- 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.]

At Parent/Teacher Conferences, assessment information on student academic progress and grade level standards are shared with parents. Student progress in relation to state standards are explained to parents including the curriculum being used, grade-level expectations for proficiency, data reporting for state and district assessments and available interventions in reading, ELA, and Math for students needing assistance.

- 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.]

Through parent/teacher conferences, informal requests by parents, digital applications, Back-to-School-Nights, SSC, ELAC, and PTA.

- 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.]

Lois E. Borchardt will submit all written documentation of parent comments that reflect that a program is not satisfactory to the 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.]

- Lois E. Borchardt provides assistance to parents of children by parent-Teacher conferences, informal parent requests, parent trainings, parent/teacher communications, information on standards mastery, assessment data, intervention, and how to support parents in monitoring their child's education are provided.

- 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.]

Lois E. Borchardt provides supports to enhance parents' abilities to support and assist their children's education. This include activities such as "Jump into English" parent classes, Back-to-School-Night, Open House, School Site Council, ELAC, PTA, Parent STEAM Night, Lunch with Loved Ones, and Parent/Teacher Conferences.

- 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.]

At staff meetings and grade-level teacher collaboration meetings, strategies to enhance parent involvement are discussed and integrated into our educational programs.

- 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.]

Appropriate roles for community organizations will be developed.

- 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.]

School information, including communication about the Title I program, will be distributed in the languages spoken by the families of students in the school as legally required.

- 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.]

Parent involvement strategies within the SPSA are integrated based on parent input.

2.3 Accessibility

In carrying out the parent and family engagement requirements of Title I, Part A, Lois E. Borchardt 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.]

All parents, including parents with limited English proficiency, are provided information in an understandable format as legally required.

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.]

Lois E. Borchardt jointly develops and distributes to all parents a Student/Parent/Staff Compact that outlines how parents, the school staff, and students will share the responsibility for improved student academic achievement. The compact describes:

- STUDENT RESPONSIBILITIES
- PARENT RESPONSIBILITIES
- STAFF AND TEACHER RESPONSIBILITIES

Each section explains the importance of ongoing communication between, parents, teachers/staff, and students through the use of planners, conferences, report cards, opportunities to volunteer and participate in educational programs.

This compact was developed with input from School Site Council, Leadership, and ELAC. The Student/Parent/Staff Compact is distributed to all parents and officially agreed upon with signatures, during Parent Conferences. The Student/Parent/Staff Compact is reviewed annually by the School Site Council.

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.]

The Student/Parent/Staff Compact is discussed and reviewed at our School Site Council meetings, Leadership meetings, and ELAC meetings. The compact is discussed with parents at least one time annually at Parent/Teacher Conferences.

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.]

Parents are informed of their student's progress through parent phone calls, emails, conferences, either in person or on Zoom. Parents are also invited to SST meetings to discuss student supports and progress. Parents are informed of the services available to them for their children through monthly newsletters, Blackboard Connect communications, and our Lois E. Borchardt home page.

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.]

Staff is available through email, conferences on Zoom or in person, email, Class Dojo, Google, and phone calls. During 2021-2022 school year Lois E. Borchardt will not have parent volunteers in classrooms. Lunch-On-The-Lawn, Student Awards Assemblies, Spelling Bee, and music performances are also not being held in-person.

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.]

To support home/school communication and academic achievement for all students, effective two-way communication is provided. Whenever possible, information is communicated to parents in their native languages.

**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.*