

Julia R. Masterman School
Parent and Family Engagement Policy

School Year 2018-2019
Revision Date: 4/3/2018

In support of strengthening student academic achievement, Julia R. Masterman 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 Julia R. Masterman 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

Julia R. Masterman 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.

- *A parent meeting is held in the spring each school year where parents review the school parent and family engagement policy and school-parent compact. This policy was developed with parent input solicited during a meeting held on 4/3/2018.*
- *The Masterman School has a very active Home & School Association. Due to the high number of active parents, there are numerous committees that parents can join. All meetings are open to all parents.*
- *Parents are invited to participate in meetings that are held in the spring to develop the school improvement plan and budget.*

Section B: ANNUAL TITLE I MEETING

Julia R. Masterman 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.

- *Masterman's annual Title I meeting is held in the beginning of the school year, usually September on the same evening as the Back to School night. The topics outlined above are discussed at that time.*

Section C: COMMUNICATIONS

Julia R. Masterman 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.

- *Masterman's family engagement policy will be distributed by mail to all parents in the fall.*
- *Masterman communicates with parents through the school website, Home & School website, school calendar, robo-calls, and emails informing them about school and parent programs and meetings.*

Section D: SCHOOL-PARENT COMPACT

Julia R. Masterman School 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.

- *Parent and student responses and teacher evaluation of programs*
- *The Principal and his/her designee will be responsible for the collection of data*
- *Data will be shared through the School Council and Executive Committee of the Home and School.*
- *Surveys are distributed to parents during Back to School Night/Annual Title I and the first report card conference*
- *The Parent-School Compact was developed with input from parents at the same time this policy was developed, 4/3/2018.*

Section E: RESERVATION OF FUNDS

Julia R. Masterman 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:

- *Meeting with parents during the winter and at SAC meetings.*

Section F: COORDINATION OF SERVICES

Julia R. Masterman 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:

- *Volunteering*
- *Resource information is available to parents in the main office and in the library.*

Section G: BUILDING CAPACITY OF PARENTS

Julia R. Masterman 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), as well as an explanation about the curriculum used by Masterman, are reviewed during the Annual Title I meeting held during Back to School Night.*

- *Workshops are conducted throughout the year and include topics such as: College Night (covering financial aid, application process etc.); Infinite Campus (progress monitoring); Anxiety Workshop; Math workshop; etc.*
- *Printed materials in other languages when necessary*
- *Provide language interpreters at meetings when necessary*
- *Translation services available by phone for all meetings*
- *In October we have an Open House for parents*
- *Every month we have a School Council meeting and an Executive Committee meeting which teachers, parents and students attend*

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Julia R. Masterman 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:

- *Staff at Masterman participate in a PD around working effectively with parents during a District PD date. The PD is informed by feedback collected from parents themselves via surveys.*

Julia R. Masterman School will provide other reasonable support for parent and family engagement activities under Section 116 as parents may request by:

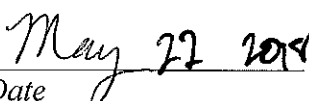
- *training parents to enhance the involvement of other parents;*

PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS

Julia R. Masterman School will:

- *Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.*
- *To maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school*
- *Adopt and implement model approaches to improving parent and family engagement*
- *Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.*


Principal Signature


Date