

Julia R. Masterman School
Parent and Family Engagement Policy
School Year 2020-2021
Revised: 5/14/2020

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 for parents to review the school's Parent and Family Engagement Policy and School-Parent Compact. This policy was developed with parents and families' input that was solicited during a meeting held on 5/14/2020.*
- *The Masterman School has a very active School Advisory Council and Home & School Association. Meetings are open to parents and they are encouraged to join different committees.*

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. At this time, the principal or designee will share information about the requirements of Title I part A, parent rights to know, state and local assessments including the PSSAs, school curriculum, how to work with educators and to track student progress.*

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 Parent and Family Engagement Policy and School-Parent Compact will be distributed to all families in the Fall at Back to School Night.*
- *Masterman communicates with parents and families through various platforms such as the school's website, Home & School Association's website, School Advisory Council's website, school calendar, robo-calls, and emails to inform families about various upcoming events and meetings.*
- *Meetings and conferences are held at various daytime and evening hours to accommodate parent schedules and provide flexibility.*
- *Communications sent home from the school are sent in parent-friendly language and translations are available as needed or requested in partnership with the Family and Community Engagement Office of the School*

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.

- *A meeting is held in the Spring each school year for parents and families to review the school's Parent and Family Engagement Policy and School-Parent Compact. This policy was developed with parents and families' input gathered during a meeting held on 5/14/2020.*
- *The school collects feedback in addition to the Spring Title I meeting via the following:
-Title I Parent Interest Surveys distributed to parents during Back to School Night/Annual Title I and the first report card conference*

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:

- *During our Winter Title I meeting, we meet with parents to review the budget and school plan and gather feedback on how the Title I funds could be spent. This year, the meeting was held on 1/21/2020. The budget was also shared and feedback was gathered.*

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 at the school and school activities/functions*
- *Resource information is available to parents in the main office and in the library.*
- *Parent computer and printer available with internet access 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 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 at the Annual Title I meeting held during Back to School Night in September 2020.*
- *Workshops for families are conducted throughout the year and include topics such as: College Night (covering financial aid, application process etc.); Infinite Campus (progress monitoring); etc.*
- *Materials are printed in other languages when necessary*
- *Language interpreters provided at meetings when necessary*
- *Translation services available by phone for meetings if requested by parents*
- *Open House are held in October for parents and families*
- *School Advisory Council meetings are held monthly. Stakeholders such as parents/families, students, staff and community members are encouraged to attend and partake in various committees.*

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 participates 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 1116 as parents may request by:

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

Jessica Brown
Principal Signature

November 20,2020
Date