# **Examples of District Level Policy Descriptions**

| **Element** | **Does the LEA Parent and Family Engagement Policy:** | **Section of** **Title IA Law** |  |
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| **Jointly** **Developed****&****Parent** **Input** | Describe the purpose of the parent and family engagement policy along with information about the Title I, Part A program. | 1116(a)(2) | In support of strengthening student academic achievement, the LEA’s School District has developed this parent and family engagement policy that establishes the district’s expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships in the district’s Title I, Part A schools. This plan will describe the Local Educational Agency’s (LEA) commitment to engage families in the education of their children and to build the capacity in its Title I, Part A schools to implement family engagement strategies and activities designed to achieve the district and student academic achievement goals. |
| Describe how parents and family members will be involved in the development of the LEA parent and family engagement policy. This may include establishing a parent advisory board. | 1116(a)(2)(F) | During the annual district meeting in September 2023, all parents were invited to participate and provide suggestions and ideas to improve this district parent and family engagement policy for the 2023-2024 school year. The district sent an email to all parents informing them about this meeting and posted an announcement on the school district website. During this meeting, parents also reviewed and discussed the Consolidated Grant Application (CGA), the Consolidated School Improvement Plan (SIP) | Schoolwide Plan (SWP) or Targeted Assistance Protocols (TAS). Additionally, each Title I, Part A school used the Parent Advisory Council to review the district parent and family engagement policy before the end of the 2023-2024 school year. Parents are welcome to submit comments and feedback regarding the policy at any time on the school district website or by submitting written comments to the child’s school. All feedback received by November 2024 was considered for revisions to this policy. The district’s plan to distribute this policy is to post it on district and school websites and in parent resource centers, disseminate it during the annual Title I, Part A school meetings in the fall, and email the link to all parents in a format and language they can understand. |
| Describe how parents and family members will be involved in the development of the Title I, Part A section in the Consolidated Grant Application (CGA). | 1116(a)(2)(A) |
| Describe how parents and family members will be involved in developing school improvement plans (SIP). | 1116(a)(2)(A) |
| **Technical Assistance** | Describe how the LEA will provide the coordination, technical assistance, and other support to assist schools in planning and implementing effective parent and family engagement activities, which may include meaningful consultation with employers, business leaders, philanthropic organizations, or individuals. | 1116(a)(2)(B) | This year, the district Title I, Part A staff will provide technical assistance and support to all Title I, Part A schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. Title I, Part A schools will receive notifications and resources from the district to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the district will hold monthly meetings and training with its Title I, Part A schools’ principals to review family engagement plans and activities. Additionally, the district will convene a summit in March for principals to review parent and family engagement requirements and plan opportunities for family engagement activities and meetings for the remainder of the school year. |
| **Integration** | Describe ways the LEA will coordinate and integrate parent and family engagement strategies with other relevant federal, state, and local laws and programs. | 1116(a)(2)(C) | In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, the district family engagement coordinator and Title I, Part A staff will communicate and collaborate with add office | department name to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children including providing information and school reports in a language parents can understand. The LEA will conduct number of trainings during the school year for principals to learn and discuss strategies to increase family engagement, improve school-family communication, and build ties with parents and the community. |
| **Annual Evaluation** | Describe how the LEA will conduct, with meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under Title I, Part A and use the findings to design evidence-based strategies. | 1116(a)(2)(D)1116(a)(2)(E) | Each year, the LEA’s name will conduct an evaluation of the content and effectiveness of this parent and family engagement policy and the family engagement activities to improve the academic quality of the Title I, Part A schools through an annual parent survey and the School Improvement Meetings. Beginning in enter month, each Title I, Part A school will send home a survey and email a link to the survey for parents to provide valuable feedback regarding the parent and family engagement activities and programs. These surveys will also be posted on the district and school websites for parents to complete. In addition to the annual survey, each Title I, Part A school will also use the School Improvement Meeting to facilitate group discussions to discuss the needs parents of children eligible to receive Title I, Part A services to design strategies for more effective family engagement. The LEA will use the findings from the school forums and the survey results to design strategies to improve effective family engagement, to remove possible barriers to parent participation, and to revise its parent and family engagement policies. |

# **Examples of School Level Policy Descriptions**

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| **Element** | **Does the LEA Parent and Family Engagement Policy:** | **Section of** **Title IA Law** |  |
| **Jointly** **Developed****&****Parent** **Input** | How parents and family members will participate in developing, reviewing, and revising the school parent and family engagement policy. The school will notify parents about the policy and Title IA programs in a timely manner using accessible formats and languages. | 1116(f) 1116(c)(4)(A)1116(c)(2)1116(e)(5) | The LEA will communicate with all families and the community on a regular basis regarding school wide events and activities, through phone and text messages, emails, social media, school newsletters, and flyers. The district and school will share information in English and other languages to the extent possible through written communications, meetings, conferences, and family engagement events in order for families to understand the school’s academic standards and assessments as well as ways parents can monitor their child’s progress. In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, the district family engagement coordinator will communicate and collaborate with the Department or Program to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children including providing information and school reports in a language parents can understand.  |
| **Annual Meeting and Evaluation** | Details the process for convening an annual meeting to inform parents of Title IA requirements, the school's participation, parents' rights and gathers input of the content and effectiveness of the school’s PFE policy and activities.  | 1116(c)(1) | At the beginning of the school year **Month Year**, all Title I, Part A schools will host a meeting to inform all parents of the Title I, Part A requirements and the school’s participation in and parent’s rights under Title I, Part A.  |
| **School-Parent Compact** | Describe the process the schools will follow to jointly develop with parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved academic achievement. | 1116(d) | As part of this plan, all Title I, Part A schools, along with our families will jointly develop school-parent compacts in order to build and develop a partnership to help our students achieve the challenging state academic standards. These compacts serve as agreements that parents, teachers, and students will work together to make sure all students reach grade level standards by following and accomplishing goals set forth by parents, teachers, and students. The compacts will be revised annually, distributed to all families, and reviewed at parent/teacher conferences.  |
| **Capacity Building** | **Understanding Academic Standards:** How the school will assist parents in understanding academic standards, assessments, Title I requirements, and monitoring their child's progress. | 1116(e)1116(e)(1) 1116(c)(4)(B)1116(e)(2)1116(e)(3)1116(e)(4) | The LEA will assist families in understanding academic standards, assessments, Title I requirements, and student progress through workshops, parent guides, and access to online tools. Information will be shared via school websites, newsletters, and messaging systems, with translated materials available in multiple languages. |
| **Materials and Training:** How the district will provide materials, training, and support for parents to enhance their children's achievement, including literacy and technology use. |  | The LEA will offer parents resources such as study guides, practice assessments, and at-home learning materials. Training sessions on technology use, including navigating student information systems, will be conducted by technology specialists. Resources will be available both online and in hard copy at all Title IA schools. |
| **Educating School Staff:** How the school will educate teachers, staff, and school leaders, with PFE assistance, on the value of PFE contributions and effective communication and collaboration. |  | Principals and staff will receive regular training on fostering family engagement, improving communication, and creating welcoming environments. School staff will also be trained to provide parent notifications and resources in families’ preferred languages and ensure interpreters are available for events. |
| **Coordination with Other Programs:** How the school will coordinate and integrate PFE programs with other Federal, State, and local programs, encouraging parents' fuller participation in their children's education. |  | The LEA will align family engagement efforts with other programs, including local preschools and federal or state initiatives. Schools will host events like Kindergarten Readiness Days, Transition Nights, and College and Career Fairs to support parents in preparing their children for each educational stage. |