

PARENT AND FAMILY ENGAGEMENT POLICY

For the purposes of this policy, parents and family members (hereafter parent(s)/family) mean parents and family members of students attending schools that receive Title I funds. Parent means a biological, adoptive, step or foster father or mother, or any other individual who stands in loco parentis to the student. Family/family members are adults living in a student's household who are related to the student and/or adult relatives living outside the student's household who, based on a school administrator's knowledge, play a direct and active role in the student's education (e.g., volunteer in school, attend school meetings).

Development and Scope of Policy

This policy has been jointly developed and agreed upon by the Jamestown Public School District School Board and parents/family of students served by Title I funds.

This policy only applies to Jamestown Public School District schools receiving Title I funds.

Families have no right to receive information concerning a student's educational records unless authorized by a parent or eligible student in accordance with the Family Educational Rights and Privacy Act or unless an exception applies under this law.

Expectations and Objectives for Parental Involvement

To help foster meaningful parent/family engagement, the District has established the following objectives and expectations:

1. Objectives for schools receiving Title I funds:
 - a. Each school should identify and implement ways to make their schools open and welcoming to parents and families.
 - b. Each school should identify ways of communicating with parents/ family in a personable manner.
 - c. Each school should implement mechanisms for allowing parents/family to stay informed about their child's progress consistent with confidentiality laws that prohibit release of personally identifiable information without the consent of a parent/eligible student. Each school should also implement mechanisms for parents/families to stay informed about school programs, district policies, and ways in which parents/families can provide feedback and input to their children's schools.
 - d. Each school should identify and/or develop services to help educate parents/families about their role in supporting their children's educational growth and should help connect parents with community-based services designed to further assist in this regard.
2. Expectations for parent/family involvement are outlined in the subsequent section of this policy and in the school-parent compact.

Parent/Family Engagement Procedures

The Jamestown Public School District will enact a parent/family engagement program in accordance with federal law by carrying out the following procedures:

1. To involve parents/family in development of the district's student achievement and school improvement/support plans, each school receiving Title I funds shall:
 - Select a District Parent Representative to serve on the District Parent Advisory Committee (PAC)
 - Hold Parent Open House Activities scheduled twice yearly. Topics for these Open House activities may include but not be limited to the following list of topics?
 - The state's academic content standards,
 - The state's student academic achievement standards,
 - The state and local academic assessments including alternate assessments,
 - The requirements of Title I,
 - How to monitor their child's progress,
 - How to work with educators,
 - Use of appropriate technology,
 - Literacy training
2. To plan and implement parent/family involvement activities designed to improve student achievement and school performance, each school receiving Title I funds shall:
 - Hold a fall annual meeting for parents outlining the current school program
 - Review and/or revise individual school parent involvement plans
 - Select a District Parent Representative to serve on the District Parent Advisory Committee (PAC)
 - Consult with relevant community organizations, businesses, and other stakeholders
3. Title I parent/family engagement strategies, programs, and activities will be coordinated and integrated with other school parent/family engagement strategies, programs, and activities to the extent possible. The Superintendent or designee shall develop and implement methods for orchestrating such coordination and integration including:
 - Communication via the District Title I Handbook,
 - Collaboration with the District Professional Development Director,
 - Form a District Title I Parent Committee with representatives from each Title I School to provide ongoing input and feedback
4. To evaluate the parent/family involvement program, identify barriers to participation in it, and identify ways strategies to support school-family interactions, each school receiving Title I funds shall:
 - Conduct a yearly survey of **all** parents, teachers, and students to collect data related to program effectiveness. Survey information will be shared and discussed at the Annual Review Meeting in the spring to inform decisions and/or revisions regarding the schools' Title I program.
5. The Superintendent or designee shall be responsible for compiling the feedback received from item "d" and implementing strategies to respond to these data, which

may include revisions to this policy, implementation of new evidence-based parent/family support programs or revisions to such existing programs, and/or revisions to the district's parent/family communication or outreach methods. The Superintendent shall consult parents of students participating in Title I programs as part of this review and revision process.

To carry out additional requirements in law specifically related to parent engagement, the Superintendent shall:

1. Ensure that the principal of each school receiving Title I funds holds an annual Title I parent meeting and reports to the Superintendent after this meeting has occurred.
2. Ensure that the principal of each school receiving Title I funds offers additional opportunities for parental involvement meetings at flexible times with childcare provided or by scheduling home visits. Each school receiving Title I funds shall submit a schedule of such meetings to the Superintendent.
3. Form a Title I parent committee to provide ongoing input on the parent and family engagement policy and programming.
4. Develop and implement efficient and effective methods of communicating all information required by Title I to parents of participating students. To the extent possible, such communication will be in a format and in a language that the parents can understand.
5. Develop and implement an efficient and effective method of ensuring that parents of students participating in Title I programs have access to the school wide student achievement plan and are informed of their right to comment on the plan, the timeline for commenting, and the method for submitting comments to the Superintendent.
6. Contact principals of all schools receiving Title I funds to remind them of the need to develop/update a school-parent compact with all components required by law and to inform these principals of the deadline for submitting this compact to the Superintendent.
7. Require principals of all schools receiving Title I funds to report, by a specified deadline, on the training and other methods and materials each school will use to educate parents of participating students on state academic standards, state and local academic assessments, federal parent/family engagement requirements, how to monitor a child's progress, how to work with educators to improve the achievement of their children, and how to work with their children to improve achievement.
8. Require principals of all schools receiving Title I funds to report on training provided to teachers and other support staff on the importance of parental involvement, how to work with and build ties with parents, and staff's role in implementing parental involvement programs. The Superintendent shall coordinate and implement such training for principals.

Complementing Policies:

- FDC, Education of Migrant Students
- GABAA, English Learners

End of Jamestown Public School District Policy KAB.....Revised 5-18-2020