

***Bache-Martin***  
**Parent and Family Engagement Policy**  
***School Year 2020-2021***  
***Revision Date: April 29, 2020***

In support of strengthening student academic achievement, **Bache-Martin** 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 **Bache-Martin 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**

**Bache-Martin School** 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.

*The parents and staff of Bache-Martin School partnered together to develop this parent and family engagement policy. Parents are encouraged to attend annual revision meetings held in the winter and spring each year to review the parent and family engagement policy and make suggestions based on student needs and school improvement goals. Parents are also encouraged to participate in the School Family Engagement survey that is used as a tool to collect parent feedback regarding the current Title I programs, policies and family engagement. Parents and community members are invited to attend monthly community meetings and monthly “Breakfast with the Principal” meetings. This document was revised with parents at an input meeting held on 4/29/20.*

**Section B: ANNUAL TITLE I MEETING**

**Bache-Martin School** 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.

*The annual Title I meeting held during Back to School night, to inform parents of the requirements of Title I and the school’s participation as well as the parents’ rights to be involved is held in September each year. At this time, parents receive updated copies of the Parent and Family Engagement policy and School Parent Compact as well as information about working with educators and monitoring student progress.*

**Section C: COMMUNICATIONS**

**Bache-Martin School** 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.

- *The school will disseminate information throughout the community by using weekly folder and /or the school website, depending on the age of the student*
- *Communication from the district is posted on the parent portal and HAS website, as well as on the Parent Resource Table.*
- *Parents will be invited to several meetings offered at various times with the principal and Leadership team throughout the year. Additionally, feedback related to parent involvement spending is solicited via survey. We will support any concerns of transportation, child care if needed based on our survey results.*
- *TigerGram emails sent bi-weekly from the Principal to all families*
- *Report cards are provided in the parent’s native language. The bilingual counselor is available to help with translation and interpreting as needed.*

#### **Section D: SCHOOL-PARENT COMPACT**

**Bache-Martin 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 flier is sent home with all students inviting parents to participate in the review and revision of the school-parent compact. The parents are given the opportunity to sit with administration and staff to discuss and review the policy. Parents are given the opportunity to make suggestions and provide input into the policy. Feedback on the School-Parent Compact was sought from parents during the meeting on April 29, 2020, during which time the Parent and Family Engagement Policy was updated. We will send the compact home during the Annual Title I-Back to School Night Meeting.*

#### **Section E: RESERVATION OF FUNDS**

**Bache-Martin 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 Meeting parents are invited via email and a flier to participate in the process of reviewing data with the School Based Teacher Leader and the Principal. The School Plan and Budget will be developed and discussed at this time including the 1% Title I parent set aside. Additionally, feedback related to parent involvement spending is solicited via survey.*

#### **Section F: COORDINATION OF SERVICES**

**Bache-Martin 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:

*Inviting parents of Comprehensive Early Learning Center students, and parents of students in the Bright Futures program to Kindergarten Open Houses.*

#### **Section G: BUILDING CAPACITY OF PARENTS**

**Bache-Martin School** 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) and a discussion of the school's curriculum are covered as part of the Annual Title I Presentation that occurs in conjunction with Back to School Night. Additionally, the School Counselor will conduct a workshop to discuss with parents how to work with educators in December. In January, the School Based Teacher leader will conduct a parent workshop on how to use Parent Portal. In March, the School Based Teacher Leader will conduct a workshop to explain the State and local academic assessments including alternate assessments.*

**Section H: BUILDING CAPACITY OF SCHOOL STAFF**

**Bache-Martin 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:

*The staff will be trained on how to speak with parents during Report Card conferences, and various other parent/teacher meetings. This training will occur during the Professional Development meeting at the beginning of the School year. We will also inform our Staff of the parent survey results prior to our first report card conference. Bache-Martin will maintain effective school/home relationships. We will invite parents into classrooms to share their customs and cultures as a part of their lessons. We will also invite parents to planning meetings of all functions, including music and arts festival. These meetings will occur throughout the year and will include the Principal and our outside partners (e.g. Dance Xchange).*

**Bache-Martin School** will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request.

*The FACE office will host trainings for Parents to review how to volunteer in our School and the following activities will be held to support this effort:*

- o Bache-in-Bloom: silent auction*
- o Fall Fest*
- o Attendance Rallies*
- o Field Day*
- o Chat and Chews*

\_\_\_\_\_ Mark Vitvitsky \_\_\_\_\_  
Principal Signature

\_\_\_\_\_ 9/11/20 \_\_\_\_\_  
Date