



# THE SCHOOL DISTRICT OF PHILADELPHIA

## *FitzPatrick Elementary School* **Parent and Family Engagement Policy**

*School Year 2022-2023*

*Revision Date:*

*05/12/2022*

In support of strengthening student academic achievement, FitzPatrick Elementary School 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).

**FitzPatrick Elementary 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**

FitzPatrick Elementary 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.

***Monthly Home & School/SAC Meetings, Title I Parent Winter Meeting to Review Budget with Parents, Title One Parent Spring Meeting where parents are invited to participate in the updating of the current Parent and Family Engagement Policy and School Parent Compact. Parents also discuss family events and activities they would like to have at the school. This year the meeting was held on Tuesday, May 12, 2022.***

### **Section B: ANNUAL TITLE I MEETING**

FitzPatrick Elementary 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.

***Fall Title One Meeting (as a part of Back to School Night) to discuss how Title One works, how to monitor a child's progress, the Schoolwide Plan, Title One budget, teacher qualifications, as well as Academic standards and assessments and school curriculum.***

### **Section C: COMMUNICATIONS**

FitzPatrick Elementary 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.

***We use the School Messenger Phone System. We have evening report card conferences and town halls to accommodate our working parents. Communication to the parents from the school is sent to parents in easy-to-read language and in languages spoken at home as requested. The Office of Family and Community Engagement is able to support the school in translating documents and telephone communication with non-English speaking parents upon request. Monthly calendar and handouts with school activities are sent in parent friendly language. Parent Family Engagement Policy and School Parent Compact will be distributed to all parents at Back to school Night as well as through the weekly communication folder.***

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

FitzPatrick Elementary 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.

***Input from parents/families will be collected via Title I Parent Survey, School District of Philadelphia Parent and Guardian Survey and monthly Home & School/SAC Meetings. The Instructional Leadership Team will review the Compact and added input. All staff members will be given an opportunity to review this document and make suggestions, edits and comments. Parents are encouraged to attend and participate in the updating of the current Parent and Family Engagement Policy and School Parent Compact at the annual Spring Title I meeting held in the spring each year to make suggestions based on student needs and school improvement goals. This year the meeting was held on May 12, 2022.***

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

If applicable, FitzPatrick Elementary 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 the Spring Title I meeting, parents will be invited to provide input on how funds for parent and family engagement will be spent. Also, during the annual Winter Title I meeting, parents are given information about budget priorities for the upcoming year and are invited to give input into the uses of Title I funds, including the 1% parent set aside. This year, the Winter Title I Meeting was held on February 10, 2022.*

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

FitzPatrick Elementary 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:

*Maintaining a Parent Resource Table.*

*Partnership with the Public Library for afterschool programs*

*Servicing preschool students through our Bright Futures and Head Start Partnership Programs.*

*The school will coordinate with the District Office of Family and Community Engagement to provide workshops for parents and other resources to help parents support their student's learning at home.*

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

FitzPatrick Elementary 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:

- 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
- 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
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The challenging State's academic standards
  - The State and local academic assessments including alternate assessments
  - The requirements of Title I, Part A
  - How to monitor their child's progress
  - How to work with educators to improve the achievement of their child

*Providing parents with Family curriculum nights throughout the 2022 – 2023 school year.*

*Providing parents with the opportunity to meet teachers and get updated on their child's progress during report card conferences (November, February, and April)*

*Sending home interim reports as needed.*

*Granting parents access to teacher gradebooks through Parent Portal and training parents how to use the portal to track student progress.*

*Topics listed above are covered in a powerpoint presentation that staff will present to parents as part of the annual Fall Title I Meeting (As a part of Back to School Night) to discuss how Title I works, how to monitor a child's progress, the School Wide Plan, Title I Budget, Teacher Qualifications, as well as Academic Standards and Assessments and school curriculum.*

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

FitzPatrick Elementary 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:

*Providing Professional Development Meetings throughout the school year on a variety of topics related to school safety, academics, family engagement, etc.*

*Providing PD to staff to review appropriate and effective parental communication expectations at a district PD day in the Fall. Results of parent surveys will also be incorporated into this PD to inform decision making about the development of parent engagement activities and protocols.*

FitzPatrick Elementary School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

*Hosting School Community Events with Stakeholders*

Principal's Signature

*Karen T. White*

A handwritten signature in black ink, appearing to read "Karen T. White", written in a cursive style.

Date Signed

6-17-2022

9-7-22