



THE SCHOOL DISTRICT OF PHILADELPHIA

W.D. Kelley Elementary School **Parent and Family Engagement Policy**

School Year 2022-2023

Revision Date:

5/12/2022

In support of strengthening student academic achievement, W.D. Kelley 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).

W.D. Kelley 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

W.D. Kelley 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.

The School Advisory Council will meet monthly with parents to solicit parent feedback around parent engagement.

- *Yearly meetings will be held to solicit parental input on the school wide plan.*
- *A parent meeting was held on May 20, 2021 to solicit parent input into the development of the parent and family engagement policy and school parent compact.*

Section B: ANNUAL TITLE I MEETING

W.D. Kelley 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.

The Annual Title I Meeting will be held in September of each school year during Back-to-School night. This meeting will include a presentation by the Principal or designee about Title I, requirements of Title I part A, state academic standards and assessments, parents Right to Know and how parents can work with educators as equal partners to monitor and support student progress. Updates about school curriculum will also be shared with parents at this time.

Section C: COMMUNICATIONS

W.D. Kelley 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.

The school will use the following methods to communicate with parents in parent-friendly language and in the primary languages spoken at home to the extent possible:

- 1) *W. D. Kelley website*
- 2) *Monthly Calendar*
- 3) *Class Dojo*
- 4) *Phone Calls*
- 5) *School Messenger*
- 6) *Emails*
- 7) *Texts*
- 8) *SIS system*
- 9) *Facebook and Twitter*
- 10) *School District Website*

Parent meetings will be held at various times during the day to allow for the largest possible parent participation.

Section D: SCHOOL-PARENT COMPACT

W.D. Kelley 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.

Parents, caregivers, and community members are invited to the Spring Title I Meeting which is held in the spring of each school year to review and revise the School-Parent Compact. A parent meeting was held on May 20, 2021 to solicit parent input into the development of the parent and family engagement policy and school parent compact.

Section E: RESERVATION OF FUNDS

If applicable, W.D. Kelley 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:

Parents, caregivers, and community members are invited to attend the Winter Title I Meeting held each school year to solicit input and recommendations for the use of the 1 percent of Title I, Part A funds reserved for parent and family engagement. General school planning and budget priorities are also solicited from parents during this meeting. This year's meeting was held on 12/22/20.

Section F: COORDINATION OF SERVICES

W.D. Kelley 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:

Continue to offer a full day Pre-Kindergarten and Kindergarten program.
Continue to offer a full parent resource center with computer access.
Continue to offer parent literacy events throughout the year.

Section G: BUILDING CAPACITY OF PARENTS

W.D. Kelley 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
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The bulleted items listed above are all part of the annual Title I parent meeting which is incorporated into our presentation to parents at the Back to School night in September

- The school supplies every parent with their child's PSSA scores and other assessment data as it is available.*
- Parents will receive technical assistance to work directly with their child to improve their achievement and prevent summer academic slide.*
- Parents will be provided literacy activities to improve their child's achievement and workshops to build their capacity to support student academic progress from home.*

Section H: BUILDING CAPACITY OF SCHOOL STAFF

W.D. Kelley 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 opportunities that focus on the area of building capacity of school employees. PD will be held on a district PD day in the fall or winter with staff to review parent survey results and share best practices on parent engagement and communicating with parents.

- Providing school employees with workshops, conferences, classes, online resources, and meetings to build capacity.*

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

Paying reasonable and necessary expenses associated with family engagement activities, including transportation and child care costs, to enable families to participate in school-related meetings and training sessions.

- Maximize family engagement and participation in their children's education, arranging school meetings at a variety of times or conducting in-home conferences between teachers or other educators who work directly with participating children, with families who are unable to attend those conferences at school.*

Principal's Signature

Dr. Crystal Edwards

Date Signed

June 7, 2022