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District Policy

2415.04 - TITLE I – DISTRICT-WIDE PARENT AND FAMILY ENGAGEMENT (M)

Section: Program
 Date Created: September 2021
 Date Edited: October 2022

M

In support of strengthening student academic achievement, each school district that receives Title I, Part A funds must develop jointly with, agree on, and distribute to, parents of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Elementary and Secondary Education Act (ESEA). This Policy establishes the school district's expectations for parent and family engagement, describes how the school district will implement a number of specific parent and family engagement activities, and is incorporated into the school district's Annual School Plan (ASP).

A. General Expectations

1. The school district agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs, consistent with Section 1116 of the ESEA. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. Consistent with Section 1116 of the ESEA, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESEA, and each include, as a component, a school-parent compact consistent with Section 1116(d) of the ESEA.
 - c. The school district will incorporate this district-wide parent and family engagement policy into its school district's plan developed under Section 1112 of the ESEA.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities 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 ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
 - e. If the school district's plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan if requested by the New Jersey Department of Education (NJDOE).
 - f. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserve goes directly to the schools.
 - g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) "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) That parents play an integral role in assisting their child's learning;
 - (b) That parents are encouraged to be actively involved in their child's education at school;
 - (c) That 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; and
 - (d) The carrying out of other activities, such as those described in Section 1116 of the ESEA.
 - h. For states where a Parental Information and Resource Center is established, the school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the state.

B. Description of How District Will Implement Required District-Wide Parent and Family Engagement Policy Components

1. The school district will take the following actions to involve parents in the joint development of its district-wide parent and family engagement plan under Section 1112 of the ESEA:
(List actions)
 - a. The school district will hold a Winter and Spring Title I meeting where parents will review the implementation of the district parent and family engagement policy for the current school year.
 - b. The school district will coordinate a Parent Advisory Committee to solicit feedback regarding parent and family engagement activities throughout the school year.
2. The school district will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the ESEA:
(List actions)
 - a. The school district will survey parents on a yearly basis in order to solicit ideas on program review and improvement.
 - b. The school district will hold two schoolwide Title I parent meetings to discuss the Title I plan, parent involvement activities and receive feedback for school improvement.
 - c. The school district will disseminate goals, assessment and achievement data to all parents and guardians.
3. The school district will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
(List activities)
 - a. Schoolwide planning teams will be coordinated in order to ensure that the SMART goals for each building are being met.
 - b. The school district will share goals, assessment and achievement data in order to align all Title I activities.
 - c. All parent and family engagement activities will be aligned with schoolwide goals based on the needs assessment.
4. The school district will coordinate and integrate parent and family engagement strategies in Title I, Part A with parent and family engagement strategies under the following other programs (Such as: Head Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs), by:
(List actions)
 - a. The school district will offer activities and events that meet families' schedules such as morning, evening and/or virtual sessions.
 - b. The school district will monitor and evaluate success in promoting equitable family engagement activities during the year.
 - c. The school district will partner with various other community based programs in order to provide a well-rounded parent and family engagement selection of activities.
5. The school district will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise, if necessary (and with the involvement of parents) its parent and family engagement policies.
(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play)
 - a. The school district will hold Title I parent meetings to solicit feedback regarding the program and to inform them of progress meeting the schoolwide goals and indicators.
 - b. The school district will solicit parent input through the use of a Title I Survey. Parent workshops and programming will be scheduled based on survey results in order to address the needs of the community.
 - c. The school district will consult with the district wide Title I Parent Advisory Committee on a quarterly basis in order to obtain advice on all matters related to parental involvement.
6. The school district will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:
 - (1) The challenging State academic standards;

- (2) The State and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators:
(List activities, such as workshops, conferences, classes, both in-State and out-of-State, including any equipment or other materials that may be necessary to ensure success.)
 - (a) The school district will coordinate monthly schoolwide Title I meetings in order to adopt model approaches for parental engagement.
 - (b) The school district will provide training to personnel that provides ways to increase parental and family engagement.
- b. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parent and family engagement, by:
(List activities)
- (1) Schoolwide parent workshops will be coordinated on a quarterly to include ELA, Mathematics, SEL and Technology.
 - (2) Dissemination of parental engagement materials to all parents and guardians throughout the school year.
 - (3) Development of the Home School Compact for parents, students and educators.
- c. The school district will, with the assistance of its schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
(List activities)
- (1) The school district will provide personnel with policies, materials and training on effectively communicating and assisting parents.
 - (2) Collaborate with all school administration and teachers to effectively communicate with parents in a clear and understandable manner.
 - (3) Utilizing school-wide events such as Back to School Night, in order to talk with parents about programs and offerings.
- d. The school district will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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:
(List activities)
- (1) The school district will collaborate with community agencies in order to provide in kind resources for their programs.
 - (2) The school district will coordinate a Title I Parent Advisory Committee in order to promote parental engagement in which all families and stakeholders will be encouraged to attend
- e. The school district will take the following actions to ensure that 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:
(List actions)
- (1) Title I information will be disseminated to all parents and guardians throughout the school year via flyers, school websites, school social media platforms, parent letters, phone, email and any other deemed necessary methods.
 - (2) All parent and family engagement materials will be developed in a understandable format and will include translation services as needed.
 - (3) School websites will be updated to include current Title I information and parent resources for the current school year.

C. Discretionary District-Wide Parent and Family Engagement Policy Components

1. The District-Wide Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under Section 1116(e) of the ESEA:

- a. Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- b. Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- c. Paying reasonable and necessary expenses associated with parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- d. Training parents to enhance the involvement of other parents;
- e. In order to maximize parent and 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 parents who are unable to attend those conferences at school;
- f. Adopting and implementing model approaches to improving parent and family engagement;
- g. Establishing a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs;
- h. Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities; and
- i. Providing other reasonable support for parent and family engagement activities under Section 1116 as parents may request.

D. Adoption

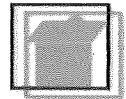
This Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Superintendent of Schools or designee. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of one year and will be updated as needed on an annual basis. The school district will distribute this Policy to all parents of participating Title I, Part A children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted: 14 September 2021

Revised/Readopted: October 18, 2022

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District Policy

2415.50 - Union High School - Title I - School Parent and Family Engagement (M)

Section: Program
Date Created: November 2022
Date Edited: August 2023

UNION HIGH SCHOOL - TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT (M)

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
 - e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
 - f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
 - g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “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) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That 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; and
 - (d) The carrying out of other activities, such as those described in section 1116 of the ESEA.
 - h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:
(List actions)
 - a. Right to Know meeting
 - b. Stakeholder meeting to review current program
 - c. Stakeholder feedback on the current afterschool program
2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:
(Describe when and where the annual meeting will be held.)

Title I Parent Meeting will be held within the first two months of school.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:
(Describe how flexibility is provided.)

Virtual sessions will be offered for all Title I families.

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
(List activities)

- a. Title I Parenting Workshops such as SEL Night, Technology Night, Career Night and ELA/Math Night.
- b. Title I will coordinate with the school district to provide well rounded parent and family engagement activities throughout the school year.
- c. All Title I families will be notified to attend each parenting session.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)
 - (a) Professional Learning Communities
 - (b) Professional Development
 - (c) Home School Compact

6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

- a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
(List activities)
 - (1) Back to School Night
 - (2) Parent teacher conferences
 - (3) Grade Level Support Teams
- b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, 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 to implement and coordinate parent programs and build ties between parents and schools, by:
(List activities)
 - (1) Direct teacher communication
 - (2) Communication with grade level support team
 - (3) Access to and training in utilizing the Genesis SIS and Google classroom platforms
- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other 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:
(List activities)
 - (1) Title I will coordinate with other community-based organizations in order to provide a well-rounded program
 - (2) Title I will provide parents with outreach and community related information as needed

- (3) Title I will disseminate all parent and family engagement program information throughout the school year to include the Title I Survey in order to solicit feedback from the families and stakeholders
 - d. The school will take the following actions to ensure that Title I 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:
(List actions)
 - (1) Title I information will be disseminated to all parents and guardians throughout the school year via flyers, school websites, social media platforms, mailings, email blasts and any other deemed necessary methods
 - (2) All parent and family engagement materials will be developed in an understandable format and will include translation services as needed
 - (3) The school website will be updated to include current Title I information and parent resources for the current school year
 7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:
(List activities)
 - a. Union High School will utilize best practices to support and increase parent and family engagement
 - b. Provide various parent sessions in order to accommodate flexible schedules such as hybrid sessions
 - c. Union High School will survey the parents and guardians in order to solicit feedback regarding the program and determine needs
 8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:
(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play.)
 - a. Schoolwide planning teams will be coordinated in order to ensure that the SMART goals for each building are being met within the Annual School Plan
 - b. Union High School will analyze goals, assessments and achievement data in order to align all Title I activities
 - c. All Union High School parent and family engagement activities will be aligned with the schoolwide goals based on the needs assessment
 9. The school will take the following actions to involve parents in the process of school review and improvement:
(List activities)
 - a. Parent Advisory Group
 - b. Parent Title I Surveys
 - c. Schoolwide Annual School Plan Committee Meetings
 10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
(List actions)
 - a. The approved Annual School Plan will be disseminated to all stakeholders
 - b. The Title I Union High School Stakeholder Committee will meet on a quarterly basis to review the SMART Goals of the Annual School Plan
 - c. All activities will be aligned with the Annual School Plan and SMART Goals for Union High School. Parents and guardians will have an opportunity to provide feedback during the school year
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:
(List actions)
 - a. Development of a Home School Parent Compact for all of Union High School
 - b. The Home School Parent Compact will be placed on the school website

- c. All Union High School parents, students and staff will be in receipt of the Home School Parent Compact for the school year

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.
 - g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
 - h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.
 - i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:
(List actions)
 - (1) Title I Parent Information Sessions and/or Workshops
 - (2) Publicize all Title I parent and family engagement activities and events through various ways such as website, social media, mailings and email blasts
 - (3) Parent and Family Engagement Surveys

E. Accessibility

1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:
(List actions)
 - a. Title I information will be disseminated to all parents and guardians throughout the school year via website, social media, parent letters, phone calls, emails and any other deemed necessary methods
 - b. All parent and family engagement activities and materials will be developed in an understandable format and will include translation services as needed
 - c. Union High School website will be updated to include all current Title I information and parent resources for the school year.

F. Adoption

1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted: November 22, 2022
Revised/Readopted: August 15, 2023

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District Policy

2415.50.1 - Burnet Middle School - Title I - School Parent and Family Engagement (M)

Section: Program
 Date Created: November 2022
 Date Edited: August 2023

BURNET MIDDLE SCHOOL - TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT (M)

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
 - e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
 - f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
 - g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “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) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That 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; and
 - (d) The carrying out of other activities, such as those described in section 1116 of the ESEA.
 - h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:
(List actions)
 - a. Right to Know meeting
 - b. Stakeholder meeting to review current program
 - c. Stakeholder feedback on the current afterschool program
2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:
(Describe when and where the annual meeting will be held.)

Title I Parent Meeting will be held within the first two months of school.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Virtual Sessions will be offered for all Title I families.

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
(List activities)

5. Title I parenting workshops such as SEL night, Technology night, ELA night, Math night, etc.
The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:

- (1) The challenging, state academic standards;
- (2) The state and local academic assessments including alternate assessments;
- (3) The requirements of Title I, Part A;
- (4) How to monitor their child's progress; and
- (5) How to work with educators to improve the achievement of their children.
(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)
 - (a) Professional Learning Communities
 - (b) Professional Development
 - (c) Home School Compact

6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

- a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
(List activities)

- (1) Back to School Night
- (2) Parent teacher conferences
- (3) Follow-up with grade level support teams

- b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, 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 to implement and coordinate parent programs and build ties between parents and schools, by:
(List activities)

- (1) Direct teacher communication
- (2) Communication with grade level support team
- (3) Access to and training in utilizing the Genesis SIS and Google classroom platforms

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other 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:
(List activities)

- (1) Title I will coordinate with other community-based organizations in order to provide a well-rounded program
- (2) Title I will provide parents with outreach and community related information as needed
- (3) Title I will disseminate all parent and family engagement program information throughout the school year to include the Title I Survey in order to solicit feedback from the families and stakeholders.

- d. The school will take the following actions to ensure that Title I 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:
(List actions)
 - (1) Title I information will be disseminated to all parents and guardians throughout the school year via flyers, school websites, social media platforms, mailings, email blasts and any other deemed necessary methods
 - (2) All parent and family engagement materials will be developed in an understandable format and will include translation services as needed
 - (3) The school website will be updated to include current Title I information and parent resources for the current school year
7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:
(List activities)
 - a. Burnet Middle School will utilize best practices to support and increase parent and family engagement
 - b. Provide various parent sessions in order to accommodate flexible schedules such as hybrid sessions
 - c. Burnet Middle School will survey the parents and guardians in order to solicit feedback regarding the program and determine needs
8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:
(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play.)
 - a. Schoolwide planning teams will be coordinated in order to ensure that the SMART goals for each building are being met within the Annual School Plan
 - b. Burnet Middle School will analyze goals, assessments and achievement data in order to align all Title I activities
 - c. All Burnet Middle School parent and family engagement activities will be aligned with schoolwide goals based on the needs assessment
9. The school will take the following actions to involve parents in the process of school review and improvement:
(List activities)
 - a. Parent Advisory Group
 - b. Parent Title I Surveys
 - c. Schoolwide Annual School Plan Committee Meetings
10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
(List actions)
 - a. The approved Annual School Plan will be disseminated to all stakeholders
 - b. The Title I Burnet Middle School Stakeholder Committee will meet on a quarterly basis to review the SMART Goals of the Annual School Plan
 - c. All activities will be aligned with the Annual School Plan and SMART Goals for Burnet Middle School. Parents and guardians will have an opportunity to provide feedback during the school year
- C. Shared Responsibilities for High Student Academic Achievement
 1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:
(List actions)
 - a. Development of a Home School Parent Compact for all of Burnet Middle School
 - b. The Home School Parent Compact will be placed on the school website
 - c. All Burnet Middle School parents, students and staff will be in receipt of the Home School Parent Compact for the school year
- D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.
 - g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
 - h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.
 - i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:
(List actions)
 - (1) Title I Parent Information Sessions and/or Workshops
 - (2) Publicize all Title I parent and family engagement activities and events through various ways such as website, social media, mailings and email blasts
 - (3) Parent and Family Engagement Surveys

E. Accessibility

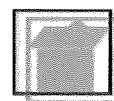
1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:
(List actions)
 - a. Title I information will be disseminated to all parents and guardians throughout the school year via website, social media, parent letters, phone calls, emails and any other deemed necessary methods
 - b. All parent and family engagement activities and materials will be developed in an understandable format and will include translation services as needed
 - c. Burnet Middle School website will be updated to include all current Title I information and parent resource for the school year

F. Adoption

1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted: November 22, 2022
Revised/Readopted: August 15, 2023



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District Policy

2415.50.2 - Franklin Elementary School - Title I - School Parent and Family Engagement (M)

Section: Program
 Date Created: November 2022
 Date Edited: August 2023

FRANKLIN ELEMENTARY SCHOOL - TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT (M)

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
 - e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
 - f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
 - g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “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) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That 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; and
 - (d) The carrying out of other activities, such as those described in section 1116 of the ESEA.
 - h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:
(List actions)
 - a. Right to Know Session
 - b. Stakeholder Meetings to review Title I Program
 - c. Stakeholder Survey Feedback on Title I Program
2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:
(Describe when and where the annual meeting will be held.)

Title I Parent Meeting will be held within the first two months of school.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:
(Describe how flexibility is provided.)

Virtual Session Offered for all Title I families

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
(List activities)

- a. Title I Parenting Workshops such as SEL Night, Technology Night, Science Night and ELA/Math Night
- b. Title I will coordinate with the school district to provide well rounded parent and family engagement activities throughout the school year
- c. All Title I families will be notified to attend each parenting session

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:

- (1) The challenging, state academic standards;
- (2) The state and local academic assessments including alternate assessments;
- (3) The requirements of Title I, Part A;
- (4) How to monitor their child's progress; and
- (5) How to work with educators to improve the achievement of their children.
(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)

- (a) Professional Learning Communities
- (b) Professional Development
- (c) Home School Compact

6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

- a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
(List activities)

- (1) Back to School Night
- (2) Parent Teacher Conferences
- (3) Grade Level Support Teams

- b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, 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 to implement and coordinate parent programs and build ties between parents and schools, by:
(List activities)

- (1) District teacher communication
- (2) Grade level support team communication
- (3) Access to and training in utilizing the Genesis SIS and Google classroom platforms

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other 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:
(List activities)

- (1) Title I will coordinate with other community-based organizations in order to provide a well-rounded program
 - (2) Title I will provide parents with outreach and community related information as needed
 - (3) Title I will disseminate all parent and family engagement program information throughout the school year to include the Title I Survey in order to solicit feedback from families and stakeholders
- d. The school will take the following actions to ensure that Title I 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:
(List actions)
 - (1) Title I information will be disseminated to all parents and guardians throughout the school year via flyers, school websites, social media platforms, mailings, email blasts and any other deemed necessary methods
 - (2) All parent and family engagement materials will be developed in an understandable format and will include translation services as needed
 - (3) The school website will be updated to include updated Title I information and parent resources for the current school year
7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:
(List activities)
 - a. Franklin Elementary School will utilize best practices to support and increase parent and family engagement
 - b. Provide various parent sessions in order to accommodate flexible schedules such as hybrid sessions
 - c. Franklin Elementary School will survey the parents and guardians in order to solicit feedback regarding the program and determine needs
8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:
(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play.)
 - a. Schoolwide planning teams will be coordinated in order to ensure that the SMART goals for Franklin Elementary School are being met within the Annual School Plan
 - b. Franklin Elementary School will analyze goals, assessments and achievement data in order to align all Title I activities
 - c. All Franklin Elementary School parent and family engagement activities will be aligned with the schoolwide goals based on the needs assessment
9. The school will take the following actions to involve parents in the process of school review and improvement:
(List activities)
 - a. Parent Advisory Group
 - b. Parent Title I Surveys
 - c. Schoolwide Annual School Plan Committee Meetings
10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
(List actions)
 - a. The approved Annual School Plan will be disseminated to all stakeholders
 - b. The Title I Franklin Elementary School Stakeholder Committee will meet on a quarterly basis to review the SMART Goals of the Annual School Plan
 - c. All activities will be aligned with the Annual School Plan and SMART goals for Franklin Elementary School. Parents and guardians will have an opportunity to provide feedback during the school year
- C. Shared Responsibilities for High Student Academic Achievement
 1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:

(List actions)

- a. Development of the Home School Parent Compact for all of Franklin Elementary School
- b. The Home School Parent Compact will be placed on the school website
- c. All Franklin Elementary School parents, students and staff will be in receipt of the Home School Parent Compact for the school year

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.
 - g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
 - h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.
 - i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:

(List actions)

 - (1) Title I parent Information Sessions and/or workshops
 - (2) Publicize all Title I parent and family engagement activities and events through various ways such as website, social media, mailings and emails blasts
 - (3) Parent and Family Engagement Surveys

E. Accessibility

1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:

(List actions)

 - a. Title I information will be disseminated to all parents and guardians throughout the school year via website, social media, parent letters, phone calls, emails and any other deemed necessary methods
 - b. All parent and family engagement activities and materials will be developed in an understandable format and will include translation services as needed
 - c. Franklin Elementary School website will be updated to include all current Title I information and parent resources for the school year

F. Adoption

1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted: November 22, 2022
Revised/Readopted: August 15, 2023

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District Policy

2415.50.3 - Jefferson School - Title I - School Parent and Family Engagement (M)

Section: Program
 Date Created: November 2022
 Date Edited: August 2023

JEFFERSON SCHOOL - TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT (M)

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
 - e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
 - f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
 - g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “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) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That 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; and
 - (d) The carrying out of other activities, such as those described in section 1116 of the ESEA.
 - h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:
(List actions)
 - a. Right to Know Session
 - b. Stakeholder Meetings to review Title I Program
 - c. Stakeholder Survey Feedback on Title I Program
2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:
(Describe when and where the annual meeting will be held.)

Title I Parent Meeting will be held within the first two months of school.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:
(Describe how flexibility is provided.)

Virtual Sessions will be offered for all Title I families.

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
(List activities)

- a. Title I Parenting Workshops such as SEL Night, Technology Night, Science Night and ELA/Math Night
- b. Title I will coordinate with the school district to provide well rounded parent and family engagement activities throughout the school year
- c. All Title I families will be notified to attend each parenting session

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:

- (1) The challenging, state academic standards;
- (2) The state and local academic assessments including alternate assessments;
- (3) The requirements of Title I, Part A;
- (4) How to monitor their child's progress; and
- (5) How to work with educators to improve the achievement of their children.
(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)

- (a) Professional Learning Committees
- (b) Professional Development
- (c) Home School Compact

6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

- a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
(List activities)

- (1) Back to School Night
- (2) Parent Teacher Conferences
- (3) Grade Level Support Teams

- b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, 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 to implement and coordinate parent programs and build ties between parents and schools, by:
(List activities)

- (1) District teacher communication
- (2) Grade level support team communication
- (3) Access to and training in utilizing the Genesis SIS and Google classroom platforms

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other 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:
(List activities)

- (1) Title I will coordinate with other community-based organizations in order to provide a well-rounded program

- (2) Title I will provide parents with outreach and community related information as needed
 - (3) Title I will disseminate all parent and family engagement program information throughout the school year to include the Title I Survey in order to solicit feedback from families and stakeholders
 - d. The school will take the following actions to ensure that Title I 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:
(List actions)
 - (1) Title I information will be disseminated to all parents and guardians throughout the school year via flyers, school websites, social media platforms, mailings, email blasts and any other deemed necessary methods
 - (2) All parent and family engagement materials will be developed in an understandable format and will include translation services as needed
 - (3) The school website will be updated to include current title I information and parent resources for the school year
 7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:
(List activities)
 - a. Jefferson School will utilize best practices to support and increase parent and family engagement
 - b. Provide various parent sessions in order to accommodate flexible schedules such as hybrid sessions
 - c. Jefferson School will survey the parents and guardians in order to solicit feedback regarding the program and determine needs
 8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:
(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play.)
 - a. Schoolwide planning teams will be coordinated in order to ensure that the SMART goals for Jefferson Elementary School are being met within the Annual School Plan
 - b. Jefferson School will analyze goals, assessments and achievement data in order to align all Title I activities
 - c. All Jefferson School parent and family engagement activities will be aligned with the school-wide goals based on the needs assessment
 9. The school will take the following actions to involve parents in the process of school review and improvement:
(List activities)
 - a. Parent Advisory Group
 - b. Parent Title I Surveys
 - c. Schoolwide Annual School Plan Committee Meetings
 10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
(List actions)
 - a. The approved Annual School Plan will be disseminated to all stakeholders
 - b. The Title I Jefferson School Stakeholder Committee will meet on a quarterly basis to review the SMART Goals of the Annual School Plan
 - c. All activities will be aligned with the Annual School Plan and SMART Goals for Jefferson School. Parent and guardians will have an opportunity to provide feedback during the school year
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:
(List actions)
 - a. Development of the Home School Parent Compact for all of Jefferson School

- b. The Home School Parent Compact will be placed on the school website
- c. All Jefferson School parents, students and staff will be in receipt of the Home School Parent Compact for the school year

D. Discretionary School Parent and Family Engagement Policy Components

- 1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.
 - g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
 - h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.
 - i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:
(List actions)
 - (1) Title I Parent Information Sessions and/or workshops
 - (2) Publicize all Title I parent and family engagement activities and events through various ways such as website, social media, mailings and email blasts
 - (3) Parent and Family Engagement Surveys

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:
(List actions)
 - a. Title I information will be disseminated to all parents and guardians throughout the school year via website, social media, parent letters, phone calls, emails and any other deemed necessary methods
 - b. All parent and family engagement activities and materials will be developed in an understandable format and will include translation services as needed
 - c. Jefferson School website will be updated to include all current Title I information and parent resources for the school year

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted: November 22, 2022
Revised/Readopted: August 15, 2023