



# THE SCHOOL DISTRICT OF PHILADELPHIA

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

***School Year 2023-2024***

***Revision Date:***

***04/10/2023***

In support of strengthening student academic achievement, Fell 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).

### **Fell 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**

Fell 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.

*Parents were encouraged to attend a meeting held on April 10, 2023, in which they could review and give input into this document, as well as the Compact. Parents were notified of this meeting through an automated phone call and informational message on the school website.*

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

Fell 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.

*We will hold an Annual Title I meeting on Back to School Night in September, where we will invite all parents to participate. During this meeting, the principal or their designee will inform parents about the Title I program, requirements of Title I part A, teacher qualifications and parent rights to know, state academic content standards and assessments, how to monitor student progress and work with educators, and information about the school's curriculum. We will also provide and send home a copy of this policy and the compact at that time. Parents will be notified by flyer, monthly calendar and through SIS (automated phone calls). A copy of both documents will be posted on our school's website and additional copies will be made available in our Parent Resource Center, room 101.*

## **Section C: COMMUNICATIONS**

Fell 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.

*Parents will be given the Parent and Family Engagement Policy and Compact during Back to School Night as well as sent home with students in their communication folder. These documents are also uploaded to our website. Parents are notified about various meetings, assemblies and events during the school year through flyers and monthly calendars sent home with students as well as through automated phone calls and website communication. Meetings, trainings and workshops are held at various times of the day and through virtual platforms to accommodate all families and their schedules. All communications sent home are in the family home language. Any translation can be made available upon request through the district Family and Community Engagement Office.*

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

Fell 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.

*In the Spring, parents were encouraged to attend a meeting in which they could review and give input into this document, as well as the Compact. Parents were notified of this meeting through a phone blast and on the school website. This meeting was held on April 10, 2023.*

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

If applicable, Fell 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:

*Each Winter, parents are encouraged to attend a budget review meeting. This year's meeting was held on three separate dates to accommodate parents who speak different languages. These meetings were held on January 9, 12, 16, 2023. At this time, parents can give input into how they would like to see the 1% Title I parent involvement set aside spent.*

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

Fell 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:

- *United Communities*
- *Operation Warm*
- *Eat.Right.Philly Nutrition Program*
- *American Heart Association*
- *Reed Smith Law Firm*
- *Big Brothers/Big Sisters*

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

Fell 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

*Various workshops and trainings are offered to parents throughout the school year. Some of the topics being covered are Math Night, Literacy Night, Science Fair Family Workshop and Monthly Principal & Parent Chat-N-Chews. During the Annual Title I meeting, held each September, we share with parents the requirements of Title I, Part A, the State's academic standards and local academic assessments. There are three report card conferences throughout the school year; November, February and March, with an evening conference offered each time. During these conferences teachers will discuss with parents how to monitor their child's progress and work with educators, as well as information about school curriculum.*

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

Fell 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:

*Surveys are made available to parents during all events, meetings and conferences. The results of the parent surveys are tallied and shared with staff during professional development for staff on parent engagement and communication. In August, staff will be trained on how to communicate and work with parents as equal partners.*

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

- *Encouraging Parents/Guardians to visit our Parent Resource Center*
- *Increasing the amount of Parent/Guardian Workshops/Meetings held each month*
- *Designing Parent/Guardian Workshops to meets the needs of the families in our school community based on Title I*
- *Parent/Guardian Involvement Surveys and/or SPR Survey*
- *Varying the days/times of meetings held throughout the school year to accommodate schedules of parents/guardians*
- *Sending home monthly calendars and reminders about upcoming family engagement activities*
- *Posting monthly calendars and upcoming family engagement activities on our school website*
- *Provided translated copies of materials in languages representative of school population*

---

Principal's Signature

***Omahr Ashe, Principal***

Date Signed

***May 10th, 2023***