



## **BALDWIN-WHITEHALL SCHOOL DISTRICT**

### **Title I School Parent and Family Engagement Policy**

#### **J.E. Harrison Education Center**

The Title I Parent and Family Engagement section of the Every Student Succeeds Act (ESSA), Section 1116(b) requires each Title I school to develop a written parent and family engagement policy that describes the means for carrying out the requirements of Section 1116. The J.E. Harrison Education Center ensures that information related to school and parent/family programs, meetings, and other activities are sent to the parents of Title I children in a format and in a language the parents can understand.

This policy will be:

- ❑ developed jointly with and agreed upon by parents and family members of Title I children;
- ❑ written in an understandable format and provided in a language parents can understand;
- ❑ distributed to all parents and family members of Title I children;
- ❑ made available to the local community; and
- ❑ updated annually to meet the changing needs of parents, family members, and the school.

The J.E. Harrison Education Center will involve parents/families in the planning, review, and improvement of the school's Parent and Family Engagement Policy (*ESSA, Section 1116(b)(1)*).

- In the spring of each year, parents will be able to provide input in the development of the Title I Plan by completing a Needs Assessment Survey in all schools. The results from this survey will be used when planning activities for the following school year. Information will include barriers to greater participation in activities, needs of parents and family members to assist with the learning of their children, and strategies to support successful school and family interactions.
- All families are welcomed and encouraged to participate in family involvement activities whether these activities are in person or virtual. We will provide full opportunities for the participation of parents with limited English speaking abilities, parents of students with disabilities and parents who require American Sign Language Interpreters.
- To the greatest extent possible, we will provide information and school reports to parents in an understandable and uniform format. This would include translating important documents for families with limited English proficiency.

The J.E. Harrison Education Center will convene an annual meeting, at a convenient time;

- which all parents and family members of participating children shall be invited and encouraged to attend;
- to inform parents of their schools' participation as a Title I school; and
- to explain the requirements and the rights for parents to be involved (*ESSA, Section 1116(c)(1)*).

The J.E. Harrison Education Center will offer a flexible number of meetings, in the morning and/or in the evening (*ESSA, Section 1116(c)(2)*).

October 26, 2021 @ 10:00 a.m.

January 19, 2022 @ 7:00 p.m.

March 23, 2022 @ 10:00 a.m.

May 4, 2022 @ 7:00 p.m.

The J.E. Harrison Education Center will involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I program, including the planning, review, and improvement of the school's parent and family engagement program (*ESSA, Section 1116(c)(3)*).

A meeting to review the 2020/2021 Title I Parent/Family Engagement Program and plan for the 2021-2022 Title I Parent/Family Engagement Program is scheduled for **March 30, 2022**.

J.E. Harrison Education Center will provide parents of participating children with timely information about the Title I program (*ESSA, Section 1116(c)(4)(A)*). Information from J.E. Harrison Education Center will be provided in the following ways:

- Making information about District programs, services, processes and procedures available on the Baldwin-Whitehall School District website, [www.bwschools.net](http://www.bwschools.net).
- Utilizing Facebook and Twitter in addition to working with traditional media partners to share information with families and the community.
- Skylerts, weekly newsletters, and other types of communication that parents/guardians may be signed up for through their child's teachers.

The J.E. Harrison Education Center provides parents of participating children 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 (*ESSA, Section 1116(c)(4)(B)*) during our Virtual Back-to-School Curriculum Nights. Parents have the opportunity to meet virtually with the classroom teacher to receive a detailed description of the grade-level curriculum. The HEC Administration provides a recorded presentation to the parents outlining the Title One Program and how it is implemented for all students at Harrison Education Center.

The J.E. Harrison Education Center provides, 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 practicably possible (*ESSA, Section 1116(c)(4)(C)*).

The J.E. Harrison Education Center involves parents and family members in the joint development of the Schoolwide Program Plan under Section 1114 per ESSA (*ESSA, Section 1116(5)*).

The school-parent compact will be jointly developed with parents and family members. The compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop partnerships to help children achieve the state's high standards. The compact shall:

- describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging state academic standards and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time (*ESSA, Section (d)(1)*);
- address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:
  - parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
  - frequent reports to parents on their child's progress;
  - reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; ensuring regular, two-way, meaningful

communication between family members and school staff, and, to the extent practicable, in a language that family members can understand (*ESSA, Section 1116(d)(2)(A-D)*).

The J.E. Harrison Education Center provides assistance to parents and family members in understanding the challenging state academic standards, state and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children (*ESSA, Section 1116(6)(e)(1)*) during Parent Teacher Conferences held in November. Conferences are held virtually and parents sign up through Skyward. Parents are given access to students' progress reports through Skyward each 9 weeks. Accommodations have been made for parents who do not have access to Internet. During conferences, teachers will review the report card with the parents so they understand their child's grades. Teachers can utilize Deaf Talk during conferences for our Non-English speaking families.

The J.E. Harrison Education Center provides materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, including education about the harms of copyright piracy, as appropriate, to foster parent involvement (*ESSA, Section 1116(6)(e)(1)*). All of our students participate in Common Sense Media training. Resources are electronically sent home for parents outlining many different topics. These topics include Cyberbullying, Safe Internet Searching, Educational Apps, etc. These resources are sent out frequently to parents especially when these types of issues arise in the schools. In addition, we ask parents and students to participate in a survey called Bright Bytes, which helps us to collect data on technology, the use of technology, and how parents are involved with their children. This data ultimately helps us plan for the following school year on the types of resources we need to provide for our students and parents.

The J.E. Harrison Education Center educates teachers, specialized instructional support personnel, and other staff, with the assistance of parents, in the value and utility of contributions of parents and family members, and in how to reach out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school (*ESSA, Section 1116(6)(e)(3)*) during our Back-to-School Professional Development days. However, this is something that we continuously discuss, especially when more difficult situations arise. We always want to make sure that we are working with every family appropriately. At HEC, we have developed a strong partnership with SHIM, who not only supports our students academically but also provides an additional line of communication with our most needy families.

The J.E. Harrison Education Center will, to the extent feasible and appropriate, coordinate, and integrate parent involvement programs and activities with other federal, state, and local programs, including public preschool programs and conduct other activities that encourage and support parents and family members in more fully participating in the education of their children (*ESSA, Section 1116(6)(e)(4)*). As a district, we will continue to provide opportunities for our students to participate in activities that encourage family involvement.

The J.E. Harrison Education Center ensures that information related to school and parent programs, meetings, and other activities is sent to the parents and family members of participating children in a format and to the extent practicable, in a language the parents and family members can understand (*ESSA, Section 1116(6)(e)(5)*).

The district has translators that can attend such meetings, events, etc. for our Non-English speaking families. Said translators have already translated written documents that are mailed home; however, many of our families are illiterate, so with those we know are not able to read, Deaf Talk is a very

valuable resource that is utilized almost daily to communicate with our families. This is a service where we can call a family using a translator on the other line and communicate with their support.

The J.E. Harrison Education Center provides opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) (*ESSA, Section 1116(7)(f)*) Families are invited to attend virtual PTA events as well as orientation and curriculum items.

The BWSD will ensure district and school level engagement in other activities and opportunities that the stakeholders and LEA determines are appropriate and consistent with the BWSD Parent and Family Engagement Policy.

**Reviewed and/or Revised Date: May 26, 2021**