

Laura H. Carnell School
Parent and Family Engagement Policy

School Year 2020-2021
Revision Date: 04/30/2020

In support of strengthening student academic achievement, **Laura H. Carnell** 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).

The **Laura H. Carnell** 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

Laura H. Carnell 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.

During the Annual Title I Winter Meeting held on 1/14/2020, parents were invited to participate in discussions about the Schoolwide Plan, and the preliminary school budget. In September, during the Back to School Night event, parents will meet with Principal Pelzer to discuss and explore Title I activities, including the contents of the Parent Compact and the Parental Engagement Policy generated by Laura H. Carnell School. In addition, parents will meet with Ms. Colon, FACE Office representative, to discuss parental engagement, in the form of volunteerism, and participation in school initiatives and various school-wide projects. A parent input meeting was held on April 30, 2020 to solicit input into the development of this policy and the school Parent Compact.

Section B: ANNUAL TITLE I MEETING

Laura H. Carnell 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.

In the Fall of 2020, Carnell will hold an annual Title I Parent meeting where school staff will present the requirements of Title I, parent rights and responsibilities under the law, the state content standards and assessments, ways to work with educators and to track student progress, as well as information about the school academic program and curriculum that is being used. This meeting will take place as part of back to school night.

Section C: COMMUNICATIONS

Laura H. Carnell 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.

Communication between Carnell Elementary and our Carnell Community is essential to student development. Caenell will provide Home & School communication to parents and provide access to materials and resources to support student achievement, to the extent possible, with existing resources. We will survey families to identify their best meeting times. The survey results will allow the Carnell school team to host necessary parent meetings. Meetings and conferences will be held at various times during the day to increase parent participation. Carnell will direct parents to outside resources and assist with documentation, when possible, to supplement resources currently available at school. Where necessary, information sent home to parents will be translated upon request into the families' native language. Some of the ways in which we will communicate with parents are through monthly calendars, weekly Wednesday Folders, SIS text

messages, Class Dojo, Google Classroom, Monthly SAC Meetings, quarterly letters and the Carnell website.

Section D: SCHOOL-PARENT COMPACT

Laura H. Carnell 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.

During the Spring Title I meeting parents are given the opportunity to review and give input on Carnell's Parent and Family Engagement Policy as well as the School-Parent Compact. This year the meeting was held on April 30, 2020.

Section E: RESERVATION OF FUNDS

Laura H. Carnell School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Parents were involved in the joint development of the plan for spending the 1% Title I parent engagement portion of the school budget during the January 14, 2020 Winter Budget meeting. With the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A programs will be conducted. A parent support form will be utilized to encourage parental communication with Carnell staff and administration. School representatives will attend School Advisory Council meetings to gather information on families' views of the school and suggestions to improve parent engagement.

Section F: COORDINATION OF SERVICES

Laura H. Carnell 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:

**Providing coordination of workshop/training efforts through the FACE Office
Sustaining our Family Resource Center for parents/guardians to find resources and information about programs available throughout the community and sustaining our School Advisory Council.**

Section G: BUILDING CAPACITY OF PARENTS

Laura H. Carnell 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 and families 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 and technology training (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

In an effort to build the capacity of Carnell Families we will hold an Annual Title I meeting in the Fall to address the State Academic Standards and Assessments as well as Title I, Part A requirements listed above. Back to School Night, Monthly Parent Family Workshops, APTT Meetings, and Parent Resource Tables during Parent Teacher Conferences will allow for multiple ongoing opportunities to give parents the tools to monitor their child’s progress and to collaborate with educators on improving academic achievement.

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Laura H. Carnell 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:

In preparation for the Fall, staff will be trained on effectively communicating with parents as equal partners during a district mandated PD day. Results of the parent surveys will also be reviewed with staff during this time.

Laura H. Carnell School will provide other reasonable support for parent and family engagement activities under Section 1116 by:

Affording Carnell families ongoing opportunities to request the type of support needed through the Family Resource Center, Parent Surveys, Parent Support Forms and by reaching out to our Family Engagement Liaison, Ms. Colon.

Hilderbrand Pelzer III
Principal Signature

September 8, 2020
Date