



THE SCHOOL DISTRICT OF PHILADELPHIA

EDWARD T. STEEL SCHOOL **Parent and Family Engagement Policy**

School Year 2018-2019
Revision Date 05/22/2018

In support of strengthening student academic achievement, Edward T. Steel 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).

The Edward T. Steel 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

Edward T. Steel 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.

- We solicited via robo-call, flyers and monthly calendar our Spring Meeting which was held on May 22, 2018. We discussed, reviewed and updated our Family and Community Engagement Policy and our Parent and School Compact.
- Parents will be invited in the Spring of 2019 to provide feedback and jointly develop the documents for next school year.
- Parents and families are encouraged to provide feedback on the parent survey.

Section B: ANNUAL TITLE I MEETING

Edward T. Steel 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 our Annual Title I meeting during our Back to School Night on October 9, 2018. School Leadership will discuss curriculum, Title I requirements, schoolwide plan, assessments, academic standards, how to monitor your child's progress, and how to work with educators.

Section C: COMMUNICATIONS

Edward T. Steel 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.

- 1) We notify our parents via our monthly calendar, robo-call and flyers home.
- 2) We make sure to offer meetings that are convenient and accessible for our parents and staff
- 3) We make sure that parents are informed a meeting time that is reflective of their needs of their families.
- 4) We will utilize the Office of Translation Services for parents who need information in a language that they understand.

Section D: SCHOOL-PARENT COMPACT

Edward T. Steel 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.

- **We solicited via robo-call, flyers and monthly calendar our Spring Meeting which was held on May 22, 2018. We discussed, reviewed and updated our Family and Community Engagement Policy and our Parent and School Compact.**
- **Parents will be invited to the Spring 2019 meeting to discuss next year's School-Parent Compact.**

Section E: RESERVATION OF FUNDS

Edward T. Steel 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:

- **We solicited via robo-call, flyers and monthly calendar our Winter Meeting which was held on January 31, 2018. We discussed, reviewed and updated the School Level Budget, including the parent engagement funds, and School Level Plan for 2018-2019. Parents will have another opportunity to discuss the budget at our next Winter Meeting, to be scheduled in January, 2019.**

Section F: COORDINATION OF SERVICES

Edward T. Steel 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:

- **We work with our community members by inviting local Pre-K programs to participate in our Building Bridges Transition Plan. We also invite them and our school community to attend our Kindergarten Open Houses which take place every Spring.**

Section G: BUILDING CAPACITY OF PARENTS

Edward T. Steel 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:

1. 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
2. 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
3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - a) The challenging State's academic standards
 - b) The State and local academic assessments including alternate assessments
 - c) The requirements of Title I, Part A

- d) How to monitor their child's progress
- e) How to work with educators to improve the achievement of their child
- We will hold our Annual Title I meeting during our Back to School Night on October 9, 2018. School Leadership will discuss curriculum, Title I requirements, schoolwide plan, assessments, academic standards, how to monitor your child's progress, and how to work with educators.
- Trainings will be offered for parents on Literacy and Technology
- Teacher-Parent Conferences allow for parents to discuss their child's academic progress and ask any questions.

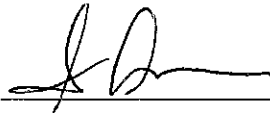
Section H: BUILDING CAPACITY OF SCHOOL STAFF

Edward T. Steel 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:

- We will address during our Fall or Winter PD, how to communicate effectively with parents and make parents our partners. A parent survey will be provided each Spring, starting in the Spring of 2019 to gather feedback that may improve or inform our professional development.

Edward T. Steel School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- Hosting Volunteer Orientations through the FACE Office Liaison
- Making sure staff is accessible to parents



Principal Signature

9-12-18

Date