

***Nebinger Elementary School***  
**Parent and Family Engagement Policy**

***School Year 2018-2019***  
***Revision Date: April 25, 2018***

In support of strengthening student academic achievement, **Nebinger 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).

The **Nebinger 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**

**Nebinger 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.

- Nebinger School currently has a School Advisory Council and an active Home & School Advisory, which serves to involve parents in the school improvement and action planning process. These meetings are held once a month.

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

**Nebinger 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.

- Nebinger's Back to School Night will be held on September 12, 2018. The policies will be reviewed, and the plans for the upcoming school year will be formulated.
- In addition, there are monthly community partner meetings organized by Friends of Nebinger.
- Home and School Parent board has been invited on 4/25/2018 to have input on the Parent and Family Engagement Policy and Parent Compact. They will be invited annually in March/April for yearly input.

### **Section C: COMMUNICATIONS**

**Nebinger 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.

- 1) We will facilitate parent access to student data in the Fall
- 2) We also send essential school materials in native languages in our Communication Folder. Nebinger utilizes BCAs for parents who are non-native speakers. Translation services provided by the district are utilized to translate documents for parents.
- 3) SAC, HSA and Friends of Nebinger are other stakeholder meetings are held at least once each report card period during the school year.
- 4) Interim reports will be sent home midway through each marking period; they will detail a student's individualized progress and identifies their achievement data. We also keep data

binders to track progress, I.E.P. meetings, RTII meetings, parent like and parent seminars to help parents understand achievement data and its importance.

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

**Nebinger 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.

- Meets and Reviews Compact annually with principal
- Invite our FACE coordinator to support our decisions

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

**Nebinger 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:

- HSA board and Principal jointly determines how to use the funds. In 2018-2019 we would like to purchase a color copier for the school and HAS use

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

**Nebinger 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:

- We will provide access to parent materials in the school lobby, during monthly parent meetings and musical performances once every report card period.
- Parents will have the opportunity to attend monthly parent workshops to discover different techniques to help their child.
- Parents have the opportunity to volunteer to help out at the school and become Room Parents.

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

**Nebinger 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:

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 day in the life schedule for each student to families in September.

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 as appropriate, to foster parent and family engagement such Lexia, IReady, and Achieve 3000.
  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
- On Back to School Night, Principal Catlin-St. Louis will explain and review the requirements of TI-Part A.
  - The principal will hold a bi-monthly "Coffee with the Principal" Family Workshops
  - Every second Friday of every month, workshops will be provided on academic achievement standards, assessments, Parent Portal for parents to monitor their child's progress.
  - Parental workshops for reading and math will be held each report period during report card conferences.
  - Back to School Night meetings and special events will be used to disseminate information to parents and the community.
  - Communication folders are sent home daily and communications via DOJO
  - HSA website and weekly newsletters
  - Interim reports will be sent to parents in the middle of every report card period.
  - Nebinger school staff will share resources at each report card conference.
  - A Science Fair competition will be held for grades 2-8 in May/June
  - Kindergarten Transition Meetup Night will be held in correlation with Meet and Greet events.
  - Middle School Transition Meetup Night will be held in correlation with Meet and Greet events.
  - Parents will also be given access to individual student data via SchoolNet passwords and other online resources.

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

**Nebinger 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:

- Grade Group meetings will be held weekly. Teachers will discuss strategies and next steps to ensure student achievement

- During half-day professional development days, instructional and non-instructional staff is provided training in the many strategies that can be used in working with parents/guardians. Title I survey results will be shared during Professional Development ½ day in May 2019.

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

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training
- Provide necessary literacy training for parent from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training
- Pay reasonable and necessary expenses associated with parental involvement activities, including transportation to enable parents to participate in school-related meetings and training sessions
- Train parents to enhance the involvement of other parents
- One parent is a member of the Site Selection
- Arrange school meetings at 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, in order to maximize parental involvement and participation in their children's education
- Adopt and implement model approaches to improving parental involvement
- Establish a district wide school advisory council to provide advice on all matter related to parental involvement in Title I, Part A programs
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental activities; and
- Provide other reasonable support for parental involvement activities under section 1118 as parents may request.

A School-Parent Compact has been developed which outlines how parents, the entire school staff and students will share in the responsibility for improved student achievement.

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Principal Signature

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Date