

Title I School-Level Parent and Family Engagement Policy

Marblehead Elementary School

Marblehead Elementary School has developed a written Title I parent and family engagement policy with input from Title I parents and family members. As a school-wide Title I school, this is accomplished at a School Site Council or PTA Meeting each year. The policy is distributed to all parents and family members in a back-to-school packet. The policy describes the means for carrying out the following Title I parent and family engagement requirements [20 USC 6318 Section 1118(c),-(g) inclusive].

Involvement of Parents in the Title I Program

To involve parents and family members in the Title I program at Marblehead, the following practices have been established:

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 USC 6318 (c)(1)) This takes place at a regularly scheduled PTA meeting.
- b) The school offers a flexible number of meetings, such as meetings in the morning or evening or virtually and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent involvement. (20 USC 6318 (c)(2)) Child Care is provided for meetings that take place outside of the school day, and parents can bring younger children to meetings.
- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 USC 6318 (c)(3)) Parent input is sought through PTA, ELAC and School Site Council meetings. All parents are welcome at each of these meetings.
- d) The school provides parents of participating students with
 - 1. timely information about the Title I program. (20 USC 6318 (c)(4)(A)) Information is provided at PTA, SSC and ELAC meetings. A Bilingual Community Liaison is available to assist parents who may have specific questions or needs.
 - 2. 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. (20 USC 6318 (c)(4)(B)) Classroom teachers present an overview during Back to School Night and at Fall Parent Conferences. A Bilingual Community Liaison is available to assist parents who may have specific questions or needs.
 - 3. 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. (20 USC 6318 (c)(4)(C)) Parent Conferences are held annually. Parents may request additional meetings as needed. Student Study Team meetings are held at teacher

or parent request to address concerns about student academic, behavioral or social/emotional progress.

- e) if the schoolwide program plan is not satisfactory to the parents of participating children, parents may submit comments on the plan when the school makes the plan available to the local educational agency. (20 USC 6318 (c)(5)) The Single School Plan for Student Achievement is developed annually and approved by the School Site Council. The plan is available for parents to review at any time.

Building Capacity for Involvement (Parental Involvement Policy continued)

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted with Title I, Part A funds, the school has established the following practices:

- a) The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 USC 6318 (e)(1)) Classroom teachers present an overview during Back to School Night and at Fall Parent Conferences. A Bilingual Community Liaison is available to assist parents who may have specific questions or needs. Parents are welcome to meet with the principal to discuss any of these topics.
- b) The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 USC 6318 (e)(2)) Parent Education is provided through workshops, either held at the school or provided to parents as a resource.
- c) The school educates 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; (20 USC 6318 (e)(3)) The school provides teachers with resources to share with parents.
- d) The school, to the extent feasible and appropriate, coordinates and integrates the parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. (20 USC 6318 (e)(4)) Parent involvement opportunities are shared in PTA and ELAC meetings as well as in weekly e-mail messages.
- e) The school ensures that information related to school and parent programs, meetings, and other activities to parents is sent in a format and, to the extent practicable, in a language the parents can understand. (20 USC 6318 (e)(5)) Every effort is made to translate key information into Spanish. The Bilingual Community Liaison is available to assist parents with any information only available in English.
- f) The school provides such other reasonable support for parental involvement activities as parents may request. (20 USC 6318 (e)(14)) Parents are encouraged to work with the school,

either directly with classroom teachers, the principal, office staff or the Bilingual Community Liaison to let us know what assistance they need.

Accessibility

Marblehead Elementary, to the extent practicable, provides opportunities for the informed participation of all parents and family members (including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory students) including providing information and school reports are provided in a format and language that parents understand. (20 USC 6318 (f))

