



## **Jay Cooke School Parent and Family Engagement Policy**

*School Year 2020 - 2021  
Revision Date: 05/14/2020*

In support of strengthening student academic achievement, **Jay Cooke School** receives Title I, Part A funds and therefore must jointly develop with, agree 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 **Jay Cooke 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**

**Jay Cooke 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 encourage parents and families to attend our Spring Meeting to review and provide feedback on our School-Parent Compact and Parent and Family Engagement Policy. This year, our meeting was held remotely on May 14th, 2020. We notified parents regarding this meeting by sending home our monthly calendar, agenda /homework Books used as a communication tool-- signed nightly by parents and weekly Parent-links phone calls.
- Parents will be encouraged to provide feedback for next year’s policy at the 20-21 Spring Title I meeting.

**Section B: ANNUAL TITLE I MEETING**

**Jay Cooke 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.

Our Title I Informational Meeting will be held in September, 2020 during our Back to School Night. At this time, the principal or designee will share information about the requirements of Title I part A, parent rights to know, state and local assessments including the PSSAs, school curriculum, how to work with educators and to track student progress.

### **Section C: COMMUNICATIONS**

**Jay Cooke 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.

- We notify parents of upcoming meetings via school calendar, parent-links phone calls and agenda books as well as flyers home.
- We use parent surveys to determine a time of day that would better serve our parents for meeting with our school staff.
- We will have staff available to work with students to better accommodate parents in order for them to attend meetings with our school.
- We will use the district's Family and Community Engagement Office to provide support by making sure that communication is in a language that everyone can understand.

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

**Jay Cooke 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.

- Parents were invited to the 2020 Spring Title I meeting to give feedback into this year's School-Parent Compact.
- We encouraged parents to attend our May 14th, 2020 Spring Meeting to gather feedback from parents on our School-Parent Compact. We notified parents regarding this meeting by sending home our monthly calendar, agenda /homework books used as a communication tool-- signed nightly by parents and weekly Parent-links phone calls.

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

**Jay Cooke 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:

- Our school will host a Winter Title I parent meeting to discuss spending priorities and next year's budget, including parent preferences for the parental engagement set-aside funds.

- We encouraged parents to attend a parent meeting on January 6th, 2020 to gather input on the budget, including the parent engagement funds and what we would like to do with the parent funds for the 20-21 school year.

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

**Jay Cooke 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 local Pre-schools in our area to complete our Building Bridges Transition Plan. We advertise and welcome those who are interested and learning about our academic programs. We hold our Open Houses in May for parents/community members to come and tour our school.

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

**Jay Cooke 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
    - Our Title I Informational Meeting will be held in September of 2020 during our Back to School Night. Where we will review requirements of the Title I program, what it means to us as a school and how it improves their student's academic success. School leadership will discuss Title I requirements, academic standards, assessments, curriculum, how to monitor your child's progress, and how to work with educators.
    - We will host at least 2 family literacy nights and family technology nights during the Fall and Spring of school year 20-21.
    - We offer additional review of topics covered above during the following times:

- We hold Report Card Conference in November of 2020, February and April of 2021
- We will send out interim reports October of 2020, January, March and May of 2021

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

**Jay Cooke 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 the Fall, preferably before our November Report Card Conference we will review with our teachers how to effectively communicate with parents and work with them as equal partners.
- We will review parent survey feedback with staff.

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

- Families invited to all Home and School meetings as well as School Advisory meetings (SAC)/Parent Surveys after each meeting
- Curriculum Workshops
- Monthly School Calendar
- Email and phone link
- Jay Cooke's Facebook and Instagram Links

Christie Parfitt

Principal Signature

September 17, 2020

Date