

Waterford Elementary School

TITLE I, PART A PARENTAL INVOLVEMENT Procedure

Proposed language is highlighted in Yellow.

In order to provide all children with significant opportunity to receive a fair, equitable, and high-quality education, and to close educational gaps, the Waterford Elementary School receives Title I, Part A funds. Therefore, in accordance with Section 1116(a)(2) of the Every Student Succeeds Act (ESSA, CCSU must develop, with the parents and family members of participating students, a written parent and family engagement procedure. This procedure will outline the Local Education Agency's (LEA) expectations and objectives for meaningful parent and family engagement and the ways in which the LEA will implement and support opportunities for parent and family involvement in order to improve student academic achievement.

Definition:

Parent: Includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child's welfare).

School level Parent Involvement

1. Waterford Elementary School will hold an annual meeting, at a convenient time, to which all parents of participating children shall be involved and encouraged to attend, to inform parents of the schools participation in Title I, to explain the Title I requirements under ESSA, and to inform parents of their right to be involved. The School agrees to take the following actions:

Suggested language:

- a. Meetings will be scheduled annually. Invitations are to be sent to each student at the school by paper invitation, email and the meeting will be posted to the online calendar. Parents may be able to submit paper feedback or fill out an online survey.

2. Waterford Elementary School agrees to offer a flexible number of meetings, such as meetings in the morning or evening and may use Title I funds to provide transportation, childcare, or home visits, as related to parent involvement.
 - a. Waterford allows for parent meetings to be a more convenient time for parents- both during the day or in the evening.
 - b. Parent conferences, IEP or EST meetings are available in person or on zoom.
 - c. EST meetings are combined with parent conferences.
3. Waterford Elementary School agrees to involve parents in an organized, ongoing and timely way in the planning, review and improvement of Title I programs in the following ways:
 - a. In the fall, a letter from the grant manager will go home to all Title schools.
 - b. Feedback will be collected by paper or by an online survey.
4. Waterford Elementary School agrees to involve parents in an organized, and timely way in the planning, review, and improvement of the School Parent & Family Engagement Procedure and in the joint development of the schoolwide program plan in the following ways:
 - a. The grant manager or his/her designee shall schedule a meeting to discuss the procedure. Feedback may be gathered by paper or by an online survey.
 - B. Procedure to be reviewed at the Annual Title I meeting.
5. Waterford Elementary School agrees to provide parents of participating children the following:
 - a. Timely Information about Title I programs
 - b. A description and explanation of the curriculum in use at the school, the forms of academic assessment used, and the achievement levels of the challenging State academic standard.
 - c. Opportunities for regular meetings for parents to make suggestions and participate in decisions relating to the education of their children.
 - d. Responses to these suggestions as soon as practicably possible.
6. Waterford Elementary School agrees to take the following actions to submit any parent comments about the schoolwide program plan when the school makes the plan available to the LEA, if the schoolwide program plan is not satisfactory to the parents of participating children (1116©(5)):

- a. All communication will be given to the grant manager. Together the grant manager with the guidance of the Superintendent will respond to such communication**

7. CCSU POLICY Each building principal or his or her designee shall develop a School-Level Parental Involvement Compact in accord with Title I, Part A requirements. The School Level Parental Involvement Compact shall include: (1) a process for continually involving parents in its development and implementation, (2) how parents, the entire school staff and students share the responsibility for improved academic achievement, (3) the means by which the school and parents build and develop a partnership to help students achieve the State's standards, and (4) other provisions as required by law. Each principal or designee shall ensure that the compact is distributed to parents of students receiving services, or enrolled in programs under Title I, Part A.

8. **Waterford Elementary School agrees to take the following actions to provide opportunities for the informed participation of parents and family members, including providing information and school reports under section 1111, in a format and language that parents can understand (1116(f)):**

- a. Provide multiple methods of communication.**
- B. Provide translation services if needed.**

9. **Waterford Elementary School will provide assistance to parents of children served by the school in understanding the following topics:**

- a. The challenging State academic standards**
- b. State and Local assessments**
- c. Title I, Part A requirements**
- d. How to monitor their child's progress**
- e. How to work with educators to improve their children's achievement**

The school agrees to take the following actions in order to provide this assistance: present information at the Annual Title I meeting, offer information during parent teacher conferences.

10. LEA agrees to provide materials and training, such as literacy and technology workshops, as appropriate, to help parents work with their children to improve their children's achievement:

- a. Integrated community opportunities throughout the year.**

B. Family opportunities to support all students to be able to participate in outdoor activities, including fundraising events that inspire transferable skills.

C. Literacy events and science fair to showcase student work to parents.

11. Waterford Elementary School agrees to educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the following areas:

- a. The value of contributions of parents
- b. How to reach out to, communicate with , and work with parents as equal partners
- c. How to implement and coordinate parent programs
- d. How to build ties between parents and schools.

The school agrees to take the following actions to provide this support:

- a. **PowerSchool robo calls and email distribution.**
- b. **Parent conference sign ups are distributed online and/or on paper.**
- c. **Building the Educational Support team to include all stakeholders.**

12. Waterford Elementary School will, to the extent feasible and appropriate, coordinate and integrate Title I parent involvement programs and activities with other Federal, State and local programs and conduct other activities that encourage and support parents in more fully participating in the education of their children. Such programs may include:

- a. Head Start
- b. Bright Futures
- c. Public Preschool
- d. Creation of Parent Resource Centers

The school agrees to take the following actions to coordinate and integrate parent involvement programs:

- a. Waterford provides a preschool program at school.
- b. Waterford works closely with NEKCA- Northeast Kingdom Community Action to help families with accessing services.

13. Waterford Elementary School agrees to take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents of participating

children in a format and, to the extent practicable, in a language the parents can understand:

a. Waterford does not use educational acronyms or lingo in communication with the families.

B. Translation services available if needed or requested.

14. Waterford Elementary School agrees to take the following actions to provide other reasonable support for parent involvement activities, as parents may request:

a. Grant manager meets with Superintendent or school staff to determine if requests are doable and needed.

¹ V.S.A. 144b© makes school districts LEA's for purposes of complying with the sections of federal law that apply to this policy.

Date developed and reviewed: **February 1, 2022**

School name: Waterford Elementary School