

PLAINVIEW PRIMARY SCHOOL
Title I Parent and Family Engagement Policy
2021-2022

PART I. GENERAL EXPECTATIONS

The purpose of this policy is to establish the school's expectations for parental involvement. [Section 111B(a)(Z), ESSA.] Plainview Primary School agrees to implement the following statutory requirements:

- Plainview Primary School will put into operation programs, activities, and procedures for the involvement of families in all its schools with Title I, Part A programs, consistent with section 1118 of the reauthorized Every Child Succeeds Act (ESSA) of 2015. Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with sections 1112 and 1118, Plainview Primary School will work to ensure that required school level Parent and Family Engagement Policies and School- Parent Compacts are developed and that these policies are incorporated into the LEA plan.
- Plainview Primary School will provide opportunities for the participation of families with limited English proficiency, families with disabilities, and families of migratory or homeless children. This includes providing information and school reports in an understandable and uniform format, alternative format, and/or translated, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under the ESSA guidelines, is not satisfactory to the families of participating children, Plainview Primary School will submit comments when the school submits the plan to the State Department of Education.
- Plainview Primary School will involve the families of children served in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent
- Plainview Primary School will be governed by the following statutory definition of parent and family engagement, and expects that this school will carry out programs, activities, and procedures in accordance with this definition:

Parent and family engagement is the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, ensuring-

(A) Families play an integral role in assisting their child's learning;

(B) Families are encouraged to be actively involved in their child's education at school;

(C) that families 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) the carrying out of other activities, such as those described in section 1118 of the ESSA.

PART II SCHOOL WIDE PARENT AND FAMILY ENGAGEMENT POLICY

The school will implement or accomplish each of the following components. (Section 1118(a)(2),ESSA)

1. Plainview Primary School will take the following actions to involve families in the joint development of its Parent and Family Engagement Policy under Section 1112 of the ESSA:
 - A Title I Parent Advisory Board will be established, composed of representatives including families, teachers, librarians, and administrators.
 - o Meet to discuss uses of Title I funds and activities
 - o Evaluate current parent and family engagement activities
 - o Review and update the Parent and Family Engagement Policy
 - o Update the policy for school board review, approval, and certification
 - o Encourage meaningful Family-Teacher communication
2. Plainview Primary School will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the ESSA:
 - Invite family participation on committees
 - Conduct family/staff surveys
 - Work to implement new ideas and programs as suggested by families
 - Schedule family engagement events
 - Provide Family-Teacher Conferences and communication
3. Plainview Primary School will provide the following necessary coordination, technical assistance, and other support in planning and implementing effective family engagement activities to improve student academic achievement and school performance by:
 - Funding teachers and /or administrators to attend beneficial conferences.
 - Funding for planning and implementing activities for Parent and Family Engagement Nights.
 - Funding for supplemental materials/resources for home use.
 - Funding for interpreters for family meetings and events, as needed.

- Providing information to families through Google Classroom.
 - Provide devices and hot spots for distance learning if we have to close school.
4. Plainview Primary School will coordinate and integrate family engagement strategies by encouraging involvement in all the following programs:
- Communication with families through website, social media, emails, Google Classroom, or newsletters
 - Title I Parent Advisory Board Collaboration
 - Discovery Club
 - Rise & Shine
 - Watch D.O.G.S & Motivational Moms
 - PTO activities
 - Learning Celebrations
 - Student performances and assemblies
 - School Fundraisers
 - School Volunteers
 - Back to School Nights/Meet the Teacher Events
 - Parent and Family Engagement Nights
 - Family Conferences and Family Resources
 - Grade level transition meetings
 - Book Fairs
 - Field trips
 - Pre-enrollment event for EL families and PK students
 - Parent University
 - "Leader in Me" Family Learning Night
 - Summer Reading Outreach Program
 - Backpack and Clothes Closet Program
 - Family Book Studies
 - Great Expectations
5. Plainview Primary School will take the following actions, with the involvement of families, to conduct an annual evaluation of the content and effectiveness of this Parent and Family Engagement Policy in improving its quality. The evaluation will include identifying barriers to greater participation of families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background. The school will use the findings from the evaluations and surveys from parent activities to design strategies for more effective family engagement and to revise, if necessary, the Parent and Family Engagement Policy.
- The committee will include interpreters, as needed, to meet the needs of families who have limited English proficiency.
 - Surveys will be completed following Title I activities. The results of these surveys will be considered when formatting future meetings or activities.

- End of year surveys will be offered to staff/families.
6. Plainview Primary School will build the school and family capacity for strong family engagement in order to ensure effective involvement of families and to support partnership among the school, families, and the community to improve student academic achievement, through the following activities specifically described below:
- A. In understanding the Oklahoma academic standards:
- OSDE website- sde.ok.gov/oklahomaacademicstandards
 - PPS Adopted programs and materials -District and school website – www.plainview.k12.ok.us
 - Fall PTO meetings, and/or Back to School Nights explaining Title I services
 - Family/Teacher conferences
 - Parent and Family Engagement Nights/events
 - Google Classroom Teacher Homepages
 - English Language Acquisition Plans (ELAP)-English Learner Parent Notification
 - Individualized Education Plans (IEP)
 - RSA Individualized Program of Reading Instruction (IPR!)
 - WIDA ACCESS for Els 2.0 Test reports
- B. In understanding the Oklahoma student academic achievement:
- Progress reports
 - Report Cards
 - Family/Teacher conferences
 - Phone calls and/or emails
 - Scores as reported annually
 - Google Classroom
 - RSA Individualized Program of Reading Instruction (IPR!)
 - English Language Acquisition Plans (ELAP)-English Learner Parent Notification
 - Individualized Education Plans (IEP)
- C. In understanding the state and local academic assessments including alternate assessments:
- Running Records
 - State Mandated Tests - OSTP, ACCESS for ELLs 2.0, OAAP (taken when students transition to the intermediate school)
 - NWEA MAPs Assessments
 - Educational Software for Guiding Instruction for Kindergarten
 - Formative and summative assessments
 - Access/Alternative Assessment test for all EL students
 - Literacy First

- CoGAT (Cognitive Abilities Testing)
- BEAR Word Inventory
- PreK/K Data Books
- Seal of Biliteracy state approved language assessments

D. In understanding the requirements of Title I, Part A:

- Annual District/Site Report Cards will be on the Plainview website and in the newsletter for families, teachers, and the community.
- Plainview Primary School will post the Parent and Family Engagement Policy at the site and on the website.
- PPS will disseminate adequate information about the SEA's written complaint procedures for resolving issues of violation(s) of a federal statute or regulation that applies to Title I, Part A programs if needed and without charge.
- PPS will inform families of their right to request information concerning the professional qualifications of their student's classroom teachers and paraprofessionals.
- The principal will provide individual parent notice if the child has been assigned or taught for four or more consecutive weeks, by a teacher who is not certified for the position.
- PPS will conduct an annual informational meeting in conjunction with fall PTO meeting and/or Back to School Night to inform families about the school's participation in the Title I, Part A program and explain the requirements and their right to be involved.
- Families of limited English proficient children will be informed of how they can be involved in their children's education and how they can be active participants in helping their children attain English proficiency and high achievement,
- PPS will inform families of limited English proficiency students who participate in a language instruction program under Title III of reasons for the identification, level of English proficiency, methods of instruction, how the program will help the child, and other information, annually. The notification will reach families no later than 30 days after the beginning of school for children identified the previous year, or within the first two weeks of a new student placed in the English Language Development (ELD) Program.
- PPS provides opportunities to families of students attending private schools but living within the boundaries of the school to attend family engagement activities.
- PPS provides contact information for the Office of the Inspector General of the Department of Education.

- E. In understanding how to monitor their child's progress, and work with educators by:
- Reviewing progress reports/report cards
 - Attending Family/Teacher conferences
 - Using email and/or phone for communication with school personnel
 - Reviewing Google Classroom
 - Attending IEP meetings
 - Attending Parent and Family Engagement Nights
 - Serving as a school volunteer
 - Serving on the Title I Advisory Board
 - Reviewing NWEA MAPs
- F. Plainview Primary School will provide materials and training to help families work with their children to improve their child's academic achievement and foster family engagement by:
- Organizing and conducting Parent and Family Engagement Events
 - Providing newsletters.
 - Posting information on the website, social media or Google Classroom homepage
 - Offering family education classes.
 - Offering training for NWEA.
 - Providing tutoring for identified homeless students.
 - Initiating family book clubs
 - Providing Great Expectations parenting materials.
- G. Plainview Primary School will educate its teachers, pupil services personnel, principals and other staff, how to reach out to, communicate with, and work with families as equal partners, by:
- Providing professional development for teachers and administrators in meeting individual learner needs and how to communicate more effectively with families
 - Training teachers and administrators annually in working with English language learners.
 - Participating in Professional Learning and/or Book Studies to increase family engagement.
 - Completing a minimum of one hour of professional development within a five-year cycle in outreach to families.
- H. Plainview Primary School, to the extent feasible and appropriate, will coordinate and integrate family engagement programs and activities with other Federal, State, and local programs, including the public preschool program, which encourages and supports parents more fully participating in the education of their children, by:

- Providing and conducting literacy training workshops
- Providing resources to assist with reading and math strategies
- Using "Leader in Me" Family Learning Nights

I. Plainview Primary School will take the following actions to ensure that information related to the school and family 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 an understandable language. Examples include:

- Review correspondence to make sure all communication is "parent friendly" and free from education jargon.
- Translate forms, school publications, and newsletters, to the extent practicable.
- Provide interpreters for conferences and family information nights as needed.
- Offer regular communication.
- Use social media apps to increase information dissemination. (i.e. Twitter, Facebook)
- Provide paper copies or Hot Spots for families without internet access.
- Utilize One Call telephone system to add a verbal/ text message to parents of important information.
- Google Classroom is available for class and site information.

PART III. DISCRETIONARY PLAINVIEW PRIMARY SCHOOL FAMILY ENGAGEMENT POLICY COMPONENTS

The school incorporates as a part of its policy the following discretionary components:

- Developing training for teachers, principals, and other educators to improve the effectiveness in parent communication.
- Providing necessary literacy training for families from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training.
- Paying reasonable and necessary expenses associated with family engagement activities, including transportation and childcare costs, to enable families to participate in school-related meetings and training sessions.
- Training families to enhance the involvement of other families.

- Maximizing family engagement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with families who are unable to attend those conferences at school.
- Adopting and implementing model approaches to improving family engagement.
- Establishing a school wide parent advisory council to provide advice on all matters related to family engagement in Title I, Part A programs.
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities; and
- Providing other reasonable support for family engagement activities under section 1118 as families may request.

PART IV REVISIONS AND ADOPTION

This Title I Parent and Family Engagement Policy has been developed jointly with families, teachers, and administration of PPS.

The policy was adopted by **Plainview Primary School Title I Advisory Board** on 11/9/2021. This policy will remain in effect for one academic year and will be made available to all parents of children participating in Title **1**, Part A programs in its entirety on the district and school website.