



School Parent and Family Engagement Policy
South Tattnall Elementary School
School Year 2023-2024
Revision Date 10/2/2023

In support of strengthening student academic achievement, **South Tattnall 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 **South Tattnall 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

JOINTLY DEVELOPED

South Tattnall 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.

Parent and family engagement and community support are critical to the education of our students at South Tattnall Elementary School. A continuous effort will be made to solicit input and involvement from parents, families, and community members. The stakeholders involved in the development of this Parent and Family Engagement Policy included school staff members, community members, parents and families.

Parent and teacher surveys are conducted in April of each school year. The following strategies were outlined.

- I. The Title I School Parent and Family Engagement Policy for South Tattnall Elementary School is jointly developed, reviewed and updated annually to meet changing needs of parents and the school through various parent and stakeholder input opportunities. Input opportunities may include verbal comments, written comments, surveys, committee meetings, and parent engagement activities/events. The school's leadership team, school council, teachers and administration provide input into the policy too. Parent comments may be submitted to the school's administration at any time throughout the school year on the Title I Schoolwide Plan. If the Title I Schoolwide Plan is not satisfactory based on the comments, the school submits the parent comments to the district Title I Director. South Tattnall Elementary School provides parents with the District Parent and Family Engagement Policy in the student handbook, School Parent and Family Engagement

Policy, School-Parent Compact, Schoolwide Plan and the Title I Survey and Results in a meeting with request for input in the spring. The school distributes them prior to November 1 and they are available online on the school website, <https://stes.tattnallschools.org/>, as well as copies being available upon request.

ANNUAL TITLE I MEETING

South Tattnall 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.

An annual review of the Title I program at South Tattnall Elementary School is held in the fall of the year at a convenient time prior to November 1 (October 19, 2023). All parents and families are invited and encouraged to attend where Title I information and the parents' rights under Title I is shared with them. The Annual Title I Parent meeting will be posted on the school marquee, school website, school social media, Class Dojo, as well as flyers sent home to families. A sign in sheet with roles, agenda, presentation and minutes will be kept by the Academic Coach as evidence of the meeting. The School Parent and Family Engagement Policy, Schoolwide Plan, School-Parent Compact are available to parents, families, and other stakeholders.

COMMUNICATIONS

South Tattnall Elementary School will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement.
- 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:

Good two-way communication between families and schools is necessary for student academic success. South Tattnall Elementary School strives to have a positive relationship with open communication with families. The school's parent and family engagement policy will be distributed to parents prior to November 1 at the Annual Title I Parent meeting, sent home, posted on the school website and printed copies are available upon request. The school will communicate with parents in multiple ways throughout the school year.

Parents may request a meeting at any time to discuss their child's progress. Parents will also be provided access to staff through the following methods:

- By email on the STES website.
- By telephone, teachers will receive phone messages through GroupWise.
- By written response through Parent/Teacher Communication Folders.
- Class DOJO
- eChalk

Parent conferences are encouraged to foster parent engagement in the education of their child. The school will communicate with parents about school and parent programs, meetings, and other activities/events in a format, to the extent practicable, and in a language that parents can understand through the school website, Class Dojo, social media, school marquee, Parent Portal, student communication folders, automated notification system, newsletters, IEP meetings, 504 meetings, RtI meetings, TPC meetings, ESOL meetings, PAC migrant meetings, school council meetings, and PTO meetings. Meetings may be held at various times in the day or virtually to meet parents' needs as needed.

SCHOOL-PARENT COMPACT

South Tattnall 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.

Parents of STES students have the opportunity to express support, concerns, and suggestions to help South Tattnall Elementary School students succeed and improve academically. The results of any suggestions are used to develop a partnership jointly organized in the form of a school-parent compact that outlines the responsibilities of all stakeholders involved in the education of students. Open communication is a key component in developing this partnership. Open communication is fostered at South Tattnall Elementary through open lines of communication through email. The school-parent compact is given to parents and families during Open House and sent home with the students during the beginning of the school year. A copy of the school-parent compact is maintained on the school website and new students and families are given one at the time of enrollment. The compact will be explained to the parents and they will be asked to sign the compact signifying their commitment to working in partnership with the school and their child in achieving the challenging State academic standards.

RESERVATION OF FUNDS

If applicable, **South Tattnall 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:

South Tattnall Elementary School receives a Title I allocation reserved for parent and family engagement activities. In the spring, parents are given an opportunity to provide input in a survey of how they think the funds should be used for parent and family engagement activities. Parents

are also able to make suggestions to the school at any time throughout the school year and school council meetings. During the Annual Title I Parent Meeting, the school shares ways that the funds have been spent including Parent Institute newsletters, student handbooks, parent communication folders, and supplies for parent and family engagement meetings.

COORDINATION OF SERVICES

South Tattnall 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:

- The District Family Engagement Coordinator communicates and collaborates with local Head Start Programs throughout the year to ensure families are aware of enrollment dates and requirements. The District Family Engagement Coordinator also shares Kindergarten Registration information at Family Connection meetings and upon request from community partners.
- The South Tattnall Elementary School Counselor serves as a resource for parents to obtain literature on hygiene, bullying, nutrition, and other pertinent topics.
- The programs at South Tattnall Elementary School encourage and support parents and families participating in their child's education.
- South Tattnall Elementary School provides a Pre-Kindergarten to Kindergarten transition parent meeting in the spring.
- South Tattnall Elementary School collaborates with South Tattnall Middle School to provide an orientation and experience for 5th grade students transitioning to 6th grade in the spring. The parents attend a 6th grade orientation at the middle school before school begins.

BUILDING CAPACITY OF PARENTS

South Tattnall 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:

- 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
- 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
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child

South Tattnall Elementary School provides parents with a description and explanation of the curriculum and assessments in use at the school as well as individual student academic assessment results and interpretation of the results, Title I, Part A requirements, and parent materials and training to support their child's academic progress through multiple participation opportunities. These opportunities include parent-teacher conferences, RtI parent meetings, 504 parent meetings, IEP parent meetings, EIP parent meetings, Annual Title I Parent Meeting, open house, grade nights, literacy night, GMAS assessment information parent night, and Pre-Kindergarten to Kindergarten Transition meeting. South Tattnall Elementary School provides opportunities for the participation of parents with limited English proficiency. ESOL teachers are available to assist students and parents with limited English proficiency. Individual academic assessments and the interpretation of the results will be interpreted for parents in a language they can understand through the assistance of the ESOL teachers and translator as needed. The school also has a Migrant Student Service Provider (SSP).

BUILDING CAPACITY OF SCHOOL STAFF

South Tattnall 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:

Building capacity of school staff 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 home and school will be provided by the academic coach through professional development, professional learning communities, and/or grade level meetings. The school responds to parent requests for parent and family engagement activities from the spring survey. The District Level Family Engagement Coordinator provides technical assistance to the school. The school ensures that school information and parent programs, meetings, and other activities will be sent to parents in a format and language that parents can understand to the extent practicable.

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

South Tattnall Elementary School will keep parents informed of school activities by using multiple means of communication. Parent meetings are offered at different times of the day to increase parent and family engagement as well as being offered more than once. Parents will be asked to volunteer at flexible times in a variety of ways when needed. Parents will be provided education tips and modeling to help their child at home with academics such as literacy, math, science, social studies, technology, GMAS assessment and others.

DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT

POLICY COMPONENTS

- ❑ 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 parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
- ❑ Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- ❑ Train parents to enhance the engagement of other parents.
- ❑ To maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.
- ❑ Adopt and implement model approaches to improving parent and family engagement
- ❑ Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- ❑ Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.