

**Manvel Public School-District
Title 1 Parent and Family Engagement Policy 2019-2020**

Since the Manvel Public School District and the Manvel Public School building is one in the same, we have written a combined District-School Title 1 Parent and Family Engagement Policy.

The Manvel Public School Title 1 Program encourages each Title I parent and family to be actively involved in their child's education.

This policy outlines the requirements of the Manvel School-District, parents and the activities that will be conducted throughout the year.

The Manvel Public School District agrees to implement the following requirements as outlined by Section 1116 of the Every Student Succeeds Act. (ESSA):

The Manvel School District-School agrees to implement the following statutory requirements:

- The district-school will put into operation programs, activities and procedures for the involvement of parents and families with Title I, Part A programs.
These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating students.
- The district-school will work to ensure that required school-level parent and family engagement involvement policies meets the Title I, Part A requirements, and include, as a component a school-parent compact.
- The district-school will incorporate the parent and family engagement policy into the district plan and will involve parents, in an organized, ongoing timely way with planning, review, and improvement of programs under Title I, Part A.
- The district-school will update the school parent and family engagement policy to meet the changing needs of parents and the school, distribute it to parents of participating children, and make this policy available to the local community.
- In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district will provide full opportunities for participation of parents with limited English proficiency, limited literacy, disabilities, of migratory children, economically disadvantaged, or racial/ethnic minority background, including information and school reports under Section 1111 of the ESSA in an understandable and uniform format, and including alternative formats upon request, and to the extent practicable, in a language parents understand.
- If the district-school plan for Title I, Part A is not satisfactory to parents of participating children, the school district will submit any parent comments with the plan when the school submits the documentation to the Department of Public Instruction.
- The school district will be governed by the following statutory definition of parental involvement, and expects Title I, Part A programs, activities, and procedures are carried out in accordance with the following definition:

Parental involvement means the participation of parents in regular, two-way, Meaningful communication involving student academic learning and other school activities ensuring:

- * Parents play an integral role in assisting their child's learning.
- * Parents are encouraged to be actively involved in their child's education at school.
- * Parents are full partners in their child's education and are included, **as appropriate**, decision- making and advisory committees to assist in the education of their children.
- * Parents can assist in the carrying out other activities, such as those described in section 1116 of the ESEA.

Required District-School Parent and Family Engagement/Involvement Policy Components

• Jointly Developed

The Manvel School District will take the following actions to involve parents and family members in jointly developing its district-school plan, and in the development, review of support and improvement plans:

*Parents will have the opportunity to be involved in the development of this policy in a variety of ways including the annual parent meeting in the fall of the school year.

***Fall Parent Meeting: October 10, 2019 at 4pm in the Manvel School Library**

*Parent comments/suggestions are encouraged during Parent-Teacher Conferences and and the Fall Annual Parent meeting.

***Parent-Teacher Conferences: Thurs. October 10, 2019 and Tues. October 15, 2019 and Thurs. February 27, 2020**

*Individual parent meetings can be scheduled.

Annual Title I Meeting

The Manvel School/District will convene an annual meeting, at a convenient time, and encourage all parents of participating children to attend to inform them of the Title I Program, parents' requirements, the school/parent engagement policy, the school plan and the school-parent Compact.

***Annual Fall Parent Meeting: October 15, 2019 at 4pm in the Manvel School Library**

*Evaluations will be conducted during the Annual Parent Meeting.

*Annual Spring Parent Meeting: February 27, 2020 at 4pm in the Manvel School Library

This meeting will be conducted by:

Mr. Bakke, Administrator and/or Mrs. Hiltner, Principal, Mr. Grosskreutz, Title I Reading, and Mrs. Davis, Title I Math

**Parents will be allowed to voice concerns, opinions, and give future ideas on how to improve the Title I Program.

**Parent Surveys/Evaluations will be administered.

Annual Evaluation

The Manvel School/District will offer a flexible amount of meetings with the meaningful involvement of parents and family members to evaluate the content and effectiveness of this involvement policy in accordance with TitleI, Part A. This evaluation will provide the opportunities for parents with barriers, (parents who are economically disadvantaged, disabled, limited English proficiency, or are of racial or ethnic minority background), to participate in activities. This evaluation will also include identifying the needs of parents and family members to assist with the education of their children which may include engaging with school personnel, teachers and strategies to support successful school and family interaction. The school district will use the information to design evidence-based strategies for effective family involvement which may need to be revised as needed.

*During the Annual parent meeting, parents will be informed of the previous school year's annual review meetings with teachers and administration.

*Parent Surveys will be mailed out in the spring of the school year to help develop the Title I Program, ask questions and address concerns.

*Teachers are available before and after school for consultation.

*Teachers can be contacted via E-mail.

*Individual meeting with teachers may be scheduled upon request.

*Parent-Teacher conferences are scheduled twice during the year:

Thursday, Oct. 10, 2019 and Tuesday, Oct. 15, 2019

Tuesday, February 27, 2020

Technical Assistance

The Manvel School/District will provide the following necessary coordination, technical assistance and other support to assist Title I in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

*Staff Meeting

*Staff Meeting on Title I requirements

*Teacher In-Service, workshops and conferences.

*School coordinator will stay informed through trainings offered by NDDPI

*Mr. Bakke, Mrs. Hiltner, Ms. Grosskrutz, or Mrs. Davis: Title I contacts

*Daily communication of Title I Teachers and Classroom Teachers

*Student Progress Reports and Individual Portfolios

Reservation of Funds

(ONLY APPLICABLE TO DISTRICTS WITH TITLE 1 ALLOCATIONS OF \$500,000 OR MORE)

NOT APPLICABLE TO THE MANVEL SCHOOL DISTRICT

Coordination of Services

The Manvel school-district will, **to the extent feasible and appropriate**, coordinate and integrate parent and family engagement programs and activities with other relevant Federal, State and local laws and with Head Start or other public preschool programs, parent resource centers, and other programs that encourage and support parents in more fully participating in the education of their children by:

- *The school district will work with Head Start, and preschool programs (**as available**) to make a smooth and easy transition into the school district.
- *The school district will work with our local special education department to make an easier transition for those students with handicaps or disabilities or those on an individual education plan (IEP).
- * Title I staff will meet with staff from Head Start and preschool programs to share information and strategies to be able to better service students.

Building Capacity of Parents

The Manvel School/District will build the school's and parents' capacity for strong parent and family involvement, by providing materials and training on topics such as technology and literacy to help parents work with their children to improve their academic achievement. Assistance will be provided to parents in the following area:

The school/district will provide assistance to parents of children served, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

- *the state's academic content and achievement standards
- *the state and local academic assessments including alternate assessments.
School staff will provide assistance in understanding these assessments.
- *requirements for Title I
- *how to monitor their child's progress
- *how to work with educators
- *handouts are sent out with reading and math activities to use at home
- *progress reports written and sent home twice during the school year
- *portfolios of individual student work
- *Title I Parent Meetings:

Fall meeting: Oct. 11, 2019 at 4:00 pm in the school library

Annual Spring Meeting: February 27, 2020 at 4 pm in the school library

*Parent-Teacher Conferences: **Oct. 10, and 15, 2019; February 27, 2020**

*Parent Library (located in the Manvel Public School Library)

Building Capacity of District-School Staff

The Manvel School District will, with the assistance of school staff and parents, educate teachers, specialized support personnel, principals, and other school leaders in the value of contributions of parents, reach out to communicate and work with parents as equal partners to implement and coordinate programs to build ties between our school, parents and family members.

- *Regularly scheduled Staff meetings
 - *Staff communication/newsletters via email
 - *State and regional conferences, book studies
 - *Use of the internet/website/text messages/remind app
 - *Email correspondence between parents and teachers
 - *Online Access to student progress and report cards

Communications

The Manvel School/District will provide parents of participating students, **as requested by parents**, opportunities for regular meetings to formulate suggestions, to participate, **as appropriate**, in decisions relating to the education of their children, and to respond to any suggestions as soon as practically possible under section 1116. Manvel School District personal will provide, to the feasible and appropriate, reasonable support requests for parent and family engagement activities.

- *providing handouts with activities to use at home
- *providing lists of educational web sites
- *providing lists of books (appropriate for their child's level of reading)
- *providing family night for parents and students to participate in activities under Section 1116 which enhance learning:

STEM/Math and Reading Night: TBA

Turkey Bingo: Nov. 14, 2019

Carnival Night: March 12, 2020

- *provide Newsletters (email, text, online, paper) sent out on a regular basis
- *Information will be regularly posted on the Manvel School Website
- *Parent library is located in the Manvel Public School Library.
- *Use of the internet/website/text messages correspondence between parents and teachers
- *Online Access to student progress and report cards
- *Parent Surveys
- *Parent Committees
- *Parent-Teacher Organizations

The school district will, with the assistance of Title I, educate its teachers, personnel, principals

and other staff, on how to reach out to, communicate with and work with parents as equal partners, in the value and utility of contributions of parents, and on how to implement and coordinate parent programs to build ties between parents and the school by:

- *Regularly scheduled Staff meetings
- *Staff communication/newsletters via email
- *State and regional conferences, book studies
- *Use of the internet/website/text messages
- *Email correspondence between parents and teachers
- *Online Access to student progress and report cards

School-Parent Compact

The Manvel Public School District will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, all school staff, and students will share the responsibility for improved student academic achievement.

*The Parent-School compact will be discussed at the Fall Parent meeting. Any changes will be made at that time.

*Parents will receive a copy of the school-parent compact in the fall of the school year at the Fall Parent meeting and/or sent out in the mail.

*Suggestions and comments on improving the school-parent compact are welcome any time throughout the school year.

Building Capacity for Involvement

The Manvel District-School Parent and Family Engagement Policy may provide additional activities that are meaningful for out school, parents and students to support and enhance academic achievement such as discretionary activities as listed under Section 1116(e) of ESSA to improve family-school partnership

*Involve parents in the development of training for teachers, principals, and other educators to improve effectiveness.

*Provide necessary literacy training for parents of Title I, Part A funds, if the school district has exhausted all other reasonable available sources of funding for training.

*Pay, as feasible, reasonable expenses associated with local family activities which may include child care costs and transportation to enable parents to participate in school-related meeting/training sessions.

*Maximize parent and family participation by arranging school meetings at a variety of times with teachers and other educators who work with participating children.

*Adopt and implement approaches to improving parent and family engagement.

*Develop appropriate roles for community-based organizations and businesses, including faith based organizations, in parent and family engagement activities.

*Train parents to enhance the involvement of other parents.

*Establish a district parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A, programs.

*Provide other reasonable support for parental and family engagement activities in section 1116 of the ESSA as parents may request.

**Parents will be given the opportunity to have input in this process at the annual parent meeting in the fall, parent-teacher conferences, and at any time parents feel necessary.

ADOPTION

The Manvel School District Parental and Family Engagement Policy has been jointly developed with and agreed on with the parents and family members of children in the Title I, Part A programs, as evidenced by:

(Title I Authorized Representative Signature)

**This policy was adopted by the Manvel Public School on _____
and will be in effect for the 2019-2020 school year.**

The school district will distribute this policy to all parents of participating Title I children on or before Nov. 30, 2019.

Manvel Public School Mission Statement

Inspiring 21st Century Learners to Influence 22nd Century Successes