



School Parent and Family Engagement Policy

S. L. Mason Elementary

2017-2018

Revision Date 08/17/2017

In support of strengthening student academic achievement, S. L. Mason 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).

S. L. Mason 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 the required School Parent and Family Engagement Policy Components

JOINTLY DEVELOPED

S. L. Mason 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.

S.L. Mason will involve the parents of children served in Title I, Part A in decisions about how funds for parental and family engagement should be spent. To improve the academic quality of our school, an annual evaluation of the content and effectiveness of the parent and family engagement policy is conducted. The findings of the evaluation, through school surveys and feedback forms, will be used to design strategies to more effectively meet the needs of parents, and enhance the school's Title I program.

The Valdosta City Schools (VCS) and S.L. Mason recognize that greater family involvement is crucial to student achievement. The staff at S.L. Mason works to plan and implement parent and family engagement activities that encourage the support of home and community in improving the educational opportunities of all children. To increase and improve parent involvement and school quality, S.L. Mason will actively seek to involve and engage parents in the planning, review and evaluation of Family-School Partnership Program activities by requesting and encouraging parents to offer ideas and suggestions. The Family-School Partnership Program believes that parents, schools, families and communities working together can create meaningful partnerships that ultimately lead to significant gains across the board in student achievement; therefore, the goal of the Family-School Partnership Program is to increase student achievement by engaging and empowering parents to become actively involved in their children's education across all grade levels.

ANNUAL TITLE I MEETING

S. L. Mason 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.

S.L. Mason will hold a yearly Title I parent informational meeting on October 19th, 2017 at 8:00 am and 6:00 pm. The school principal will inform stakeholders of the purpose, supports and requirements of a Title I school. Parents are provided the opportunity to receive update information and copies of the revised parent and family engagement policy.

COMMUNICATIONS

S. L. Mason 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:

The parent and family engagement policy will be distributed to parents through yearly stakeholders meeting. Copies of the policy will also be available at the school's front office, the parent resource center, and online.

All activities and workshops are designed to provide assistance to parents in helping their child to achieve in areas related to Common Core Georgia Standards of Excellence (CCGSE), such as language arts, math, science, social studies, study skills, technology, and the assistance in the interpretation of student assessment data, ESOL, EIP, Special Education and Gifted. Information about session events will be provided and promoted on the S.L. Mason Elementary and VCS website calendars, newsletters, memos, marquee, Facebook, and phone call outs. Additional parent resources are available in the S.L. Mason media center/parent resource center. PTO meetings and events provide additional opportunities to connect with school families to build partnerships. A home/school compact will be signed for each S.L. Mason student. This contract specifies the means by which the school, the parent, and the student will build and sustain a partnership to help the student achieve high academic standards. Parents will have the opportunity to enroll in Remind101, a text reminder service that notifies parents of S.L. Mason scheduled events.

S. L. Mason will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information in an understandable and uniform format.

SCHOOL-PARENT COMPACT

S. L. Mason 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.

The school-parent compact addresses the goals and strategies for supporting the academic needs of our students and roles and responsibilities of students, parents, and teachers that is coordinated with the use of federal funds and school programs. The school-parent compact can be found in the parent resource center and on the school website at slmason.gocats.org. All stakeholders and parents can provide feedback by completing the stakeholder feedback form located in the parent resource center (located in the front lobby) and on the school website.

RESERVATION OF FUNDS

If applicable, S. L. Mason 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 will be spent.

At the beginning of the school year a stakeholder/feedback meeting is held to discuss and collect input on school goals and initiatives. School-wide goals and initiatives are explained, and data is shared about school wide student performance. Additional meetings throughout the year provide opportunities to receive information and give feedback. Scheduled activities and events include PTO meetings, Response to Intervention (RTI) meetings, Individualized Education Plan (IEP) meetings, Parent Advisory Team meetings and scheduled Parent Involvement events.

S. L. Mason will share the budget for parent and family engagement activities and programs through stakeholder feedback meetings, scheduled for September 19th, 2017 at 8:00 am and 6:00 pm. Parents will receive feedback forms to share how funds can be used.

COORDINATION OF SERVICES

S. L. Mason 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:

Valdosta City Schools and S.L. Mason will provide opportunities for community programs and other partners, such as Head Start and Valdosta State University and parents of pre-school children to receive and understand information and activities to help their children transition into school successfully.

BUILDING CAPACITY OF PARENTS

S. L. Mason 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

S.L. Mason has established Parent Advisory Teams that offer advice, recommendations, and support on the planning of programs and monitoring school progress and student achievement. Other parent input that supports events, activities and training, comes from system and building surveys, parent volunteers, community school partners(CPIE) and community members.

Parents are invited to become school volunteers. Information and materials are available in the media center. This location provides information to support parents on a variety of topics. The media center is open Monday-Friday from 8:00 AM until 2:00 PM and includes hours available for parents to use computers to access additional student information. Parents are invited to become members of the PTO and Parent Involvement Advisory Team.

Throughout the school year, parents will be informed of opportunities to visit their child's class and gain information on how to help their child. This time is designed to support and enhance academic learning for all students. Each event is created to provide assistance with ways to support students at home.

Parents will be informed of student academic progress through progress reports, parent conferences, student work samples, report cards (each 9 weeks), and teacher conferences/contacts (throughout the year). A variety of resources will be used to communicate with parents including, but not limited to, web pages, Facebook, teacher and school newsletters, flyers or additional handouts that provide assistance with understanding how to monitor student progress. In addition to the VCS Parent Portal, an on-line service for parents to track grades, assignments, etc., parents can access a mobile Parent Portal application for these services. Initial enrollment is processed in the front office. A description of grade-level expectations, curriculum standards, and highlighted grade level and building activities will be provided to parents throughout the year and in weekly newsletters. Parents will receive results of individual student assessments and the interpretation of those results, through dissemination as they become available from the state for standardized assessments and periodically for system-level assessments.

BUILDING CAPACITY OF SCHOOL STAFF

S. L. Mason 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:

S. L. Mason staff will receive monthly Parent and Family Engagement newsletters with tips on how to engage/involve parents in school activities. During monthly faculty meetings, faculty members will share how they have been successfully communicating with parents.

Parents will receive annual surveys to provide input on how to best reach, communicate, and work with families.

S. L. Mason Elementary School will provide other reasonable support for parent and family engagement activities.

S. L. Mason will provide any other support for parent and family engagement activities as needed.

S.L. Mason Parent Comments

We want to hear from you. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory with the students' and the school goals' for academic achievement, please provide us with your comments in the space provided and leave this form in the front office:

Name: (optional) _____ Telephone Number: (optional) _____

S.L. Mason Parent Involvement

Parents have the right to provide input on how parent involvement funds should be spent. Your comments and suggestions support the planning of events to build parent involvement and to support academic growth.
