

**School Parent and Family Engagement Plan**  
**New Albany Elementary School**  
**Revision Date 5/17/23**

In support of strengthening student academic achievement, New Albany Elementary School receives Title I, Part A funds and must jointly develop with, agree upon 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 district.

**New Albany 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.
- 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 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 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 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:

- Parents play an integral role in assisting their children's learning;
- Parents are encouraged to be actively involved in their children's education at school;
- Parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children; and
- Other activities are carried out, such as those described in Section 1116 of ESSA.

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY / PLAN COMPONENTS**

- Jointly Developed

New Albany 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 children and respond to any such suggestions as soon as practicably possible.

Parent Meetings, as well as PTA Meetings, will be held to provide parents the opportunity to be involved in the joint development of the School Parent and Family Engagement Policy, as well as the process of school planning, review, and improvement of Title I programs.

- Annual Title I Meeting

New Albany 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, parents' requirements, the School Parent and Family Engagement Policy, the Schoolwide Plan, and the School-Parent Compact.

An Annual Parent Meeting will be held at the beginning of the school year to explain the Title I, Part A program and requirements, as well as the right of parents to be involved in the Title I, Part A program. As part of this meeting, the School Parent and Family Engagement Policy, Schoolwide Plan, and School-Parent Compact will be discussed in detail. Subsequently, Parent Meetings will be held throughout the school year at different times to afford all parents the opportunity to attend, provide input, and stay informed and involved.

- Communications

New Albany Elementary School will take the following actions to provide parents of participating children the following:

- o Timely information about the Title I programs;
- o 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; and
- o 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.

Parent Meetings will be held throughout the school year at different times to afford all parents the opportunity to attend, provide input, and stay informed and involved. Accommodations (i.e. transportation, child care, home visits, etc.) will be made, as allowable under the grant, to maximize parent and family engagement. Information will be provided to parents in an alternative format upon request, in a language they can understand, to ensure the parents' ability to participate in the learning process is not limited.

- School-Parent Compact

New Albany 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 how the school and parents will build and develop a partnership to help children achieve the state's high standards.

Parent Meetings will be held throughout the school year at different times to afford all parents the opportunity to attend, provide input, and stay informed and involved. As part of these meetings, the School-Parent Compact will be discussed in detail, allowing for input from parents to revise and make improvements to the Compact to best address the needs of all students.

- Reservation of Funds

New Albany 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:

The District will set aside 1% of the annual Title I allocation, which will be divided equally between schools to be used for parent and family engagement. Parent Meetings will be held throughout the school year at different times to afford all parents the opportunity to attend, provide input, and stay informed and involved. As part of these meetings, parents will have the opportunity to provide input regarding the use of parent and family engagement monies. Parents can explain how these monies can best be used to assist them in playing an integral role in their child's education.

- Coordination of Services

New Albany 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 works with a number of programs/organizations throughout Union County, which are able and willing to help students and families in need, whether it be by providing food, clothing, shelter, medical assistance, counseling, etc.

The District also coordinates with the New Albany's Boys' and Girls' Club as well as our own public preschool program with regards to parent and family engagement.

- Building Capacity of Parents

New Albany 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:

- o Provide 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;
- o Provide materials and training to help parents work with their children to improve their children'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; and
- o Provide 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 children's progress; and
  - How to work with educators to improve the achievement of their children.

Parent Meetings will be held throughout the school year at different times. In addition to providing information at pre-registration, the school will also host a Meet the Teacher and Open House at the beginning of each school year. As part of these meetings/events, the school's curriculum, forms of academic assessment used to measure children's progress, as well as the proficiency levels students are expected to meet, will be discussed in detail.

Parents will also be able to ask questions to ensure they have a full understanding of each topic and provide input/feedback regarding the Title 1 program, as well as District operations as a whole. As part of these Parent Meetings, training and educational materials may be provided, as necessary, to parents to assist them in working with their children.

- Building Capacity of School Staff

New Albany 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:

District staff will take part in staff in-service meetings/trainings, which will instruct staff as to the importance of parental involvement and how to communicate with and effectively work with parents. Also, Parent Meetings and PTA Meetings will be held, providing an opportunity for parents to offer suggestions/feedback as to how staff can better reach out to, communicate with, and work with parents.

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

Providing additional training opportunities for teachers and/or parents, as necessary or requested, or providing additional educational materials that would be considered beneficial in helping parents to better work with their children. The School welcomes feedback from parents that will allow the School to better serve the parents and their children, and foster a positive working relationship that will help students and their families thrive within our District.

Additional Note: A student shall not be admitted to, or excluded from, any federally assisted education program on the basis of a surname or language-minority status.