

# Memorial Elementary Parental and Family Engagement Policy

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## PART I. GENERAL EXPECTATIONS

Memorial Elementary agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESSA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESSA.
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available on the campus website to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities 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 and including alternative formats upon request and, to the extent practicable, in language parents understand.
- The school will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.
- The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—*

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) that 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) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

## PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. Memorial Elementary will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

***Parent Input meeting and the Campus Improvement Committee, along with parent members of ME, will meet to develop, review, update, and approve the campus parent involvement policy.***

2. Memorial Elementary will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESSA:

***Throughout the school year, the Campus Improvement Committee, which includes parent representatives, will review the approved Campus Improvement plan. At the end of the school year, parents will have the opportunity to complete a survey that will provide the school with data on strengths and possible improvements. The Campus Improvement Committee will complete a comprehensive needs assessment in the spring.***

3. Memorial Elementary will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

***The meeting date, time, and location will be posted on the campus website, marque, and sent in campus and classroom newsletters and school messenger, as well as on social media and Class Dojo. For the 2021-2022 school year, the meeting will be offered virtually and in person.***

4. Memorial Elementary will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

***In September we have Open House - Skills for School Success in which parents are invited to learn more about the expectations for the grade level and what they can do to support at home. We hold our Title 1 Annual Parent Meeting in October and share what we offer at that time, as well. Teachers have parent conferences October - November of each year and will share this information with parents during conferences. Parents and teachers will sign a conference form documenting various topics, including those above.***

5. Memorial Elementary will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

***responding in writing via email or letter, in person, via telephone, Class Dojo messenger and/or social media outlet messengers.***

6. Memorial Elementary will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

***The State provides a parent portal regarding their child's performance on state assessments, as well as suggestions to support their child academically. Note that within the Ascender Parent Portal, there is access to state assessment performance.***

7. At Memorial Elementary all teachers are content area certified. In the event that a child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not content area certified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) Memorial Elementary will notify parents by: ***sending home written notification regarding certification status with regulations. We will send notification letters via ClassDojo.***

8. Memorial Elementary will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --

- the state's academic content standards,
- the state's student academic achievement standards,
- the state and local academic assessments including alternate assessments,
- the requirements of Part A,
- how to monitor their child's progress, and
- how to work with educators:

***providing information at the beginning of the year Open House, during parent conferences in October and/or as requested by parent/teacher and holding an annual Title I, Part A Meeting at the beginning of the school year. Information will be communicated throughout the school year in campus and classroom newsletters, as well as the district and campus website.***

9. Memorial Elementary will provide materials and training to help parents work with their children to improve their children's academic achievement, as appropriate, to foster parental involvement, by:

***hosting an Open House event at the beginning of each school year and meeting with parents to discuss individual student needs throughout the school year. Academic nights to model and share ways to support children at home. Academic TIPS and information will be communicated throughout the school year in campus and classroom newsletters. PTA will offer PIT Stops, Parent Information Sessions throughout the year.***

10. Memorial Elementary will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

*encouraging parents to present information to staff during a faculty meeting at the beginning of the school year. Involving and utilizing parent representatives on various campus and district level committees.*

11. Memorial Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start. The school will also conduct other activities that encourage and support parents in more fully participating in the education of their children, by:

*While ME doesn't have a Head Start program on campus, we encourage parent involvement in the education of children at all grade levels.*

12. Memorial Elementary will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

*campus website, marque, announced on morning announcements, social media, Class Dojo, sent in campus and classroom newsletters and school messenger with statements that encourage parents to contact the school office for information in their home language.*

### **PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

Memorial Elementary, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, by providing the following opportunities:

- **The campus will host Meet the Teacher prior to the school year to allow parents to meet staff and ensure a positive start to the new school year.**
- **The campus will host Open House night at the beginning of each school year to guide parents in ensuring student success in academics.**
- **The campus will host an in-person Book Fair in the Fall and Spring to encourage a life-long love of reading.**
- **The campus will encourage participation of any positive male role model through the DUDES (Dedicated Unicorn Dads/Dudes Engaging Students) to mentor students.**
- **The campus will encourage parents to complete the volunteer application at the beginning of each school year in order to assist in a variety of aspects throughout the school year (mentors, chaperones, etc.)**
- **The campus will host Parent Conferences throughout October and November, as well as when needed throughout the school year.**
- **The campus will incorporate the Memorial Elementary School-Parent Compact, distributed at parent conferences in October-November of each year.**
- **Academic events for parents to understand the curriculum and ways to support children at home.**

*\*Parents are always welcome to join in activities before, during, and after school as per district policy.*

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### **PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with and agreed on with parents of children participating in Title I, Part A programs, as evidenced in the minutes of:

**Memorial Elementary Campus Improvement Committee dated September 14, 2021**

**Parent Input Committee dated September 2, 2021**

**This policy was adopted by the Memorial Elementary Campus Improvement Committee on September 14, 2021 and will be reviewed annually. This policy was approved by the Parent Input Committee on September 2, 2021**

The school will distribute this policy to all parents of participating Title I, Part A children on the district and campus website. Parents will be notified of the policy and how to access the policy during Parent Conferences in October.

It will be made available to the local community in October on the campus website.