

# Mitchell Elementary School

## Plano Independent School District



2022-2023

### School Parent & Family Engagement Policy Mitchell Elementary

**NOTE:** In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parent & family engagement policy that contains information required by section 1118 of the Elementary and Secondary Education Act (ESEA) (parent & family engagement policy).

#### **PART I. GENERAL EXPECTATIONS:**

The **MITCHELL ELEMENTARY** agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parent & family engagement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. (See Enclosure)
- 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 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, parent & family engagement 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 ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- The school will 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 & family engagement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.
- The school will build its own and the parent's capacity for strong parent & family engagement, 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 parent & family engagement activities under section 1118 of the ESEA as the parents may request.
- The school will be governed by the following statutory definition of parent & family engagement, and will carry out programs, activities, and procedures in accordance with this definition:
- Parent & family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring-

- that parents play an integral role in assisting their child's learning;
- that parents are encouraged to be actively involved in their child's education at school;
- 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;
- 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 PARENT & FAMILY ENGAGEMENT POLICY COMPONENTS**

**NOTE:** The School Parent & Family Engagement Policy must include a description of how the district will implement or accomplish each of the following components. [Section 1118, ESEA.] There is no required format for these descriptions. However, regardless of the format the district chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.

- The **MITCHELL ELEMENTARY** will take the following actions to involve parents in the joint development of its school parent & family engagement plan under section 1118 of the ESEA:

Post notification of meeting 2 weeks prior to the event and send home flyer; grade level newsletters will be sent to families twice a month with classroom and campus updates.

- The **MITCHELL ELEMENTARY** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

Post notification of meeting 2 weeks prior to the event and send home flyer

- The **MITCHELL 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 parent & family engagement 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:

Post notification of meeting 2 weeks prior to the event and send home flyer

- The **MITCHELL 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:

Information will be included in weekly/bi-weekly newsletters to families

The **MITCHELL 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:

Letters sent home and update on PTA Website and Facebook page

- The **MITCHELL ELEMENTARY** educators will send home a report each grading period with the results of any state or local assessments. Parents will be notified via phone, email, virtual, or in person meeting.
- The **MITCHELL 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:

Title I meeting in September, Open House in August, Parent Conferences in September/October, Open House in March, One Book One Community in February and as needed based on individual student needs.

- The **MITCHELL ELEMENTARY** will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parent & family engagement, by:

Title I meeting in September, Open House in August, Parent Conferences in September/October, Open House in March, One Book One Community in February and as needed based on individual student needs.

- The **MITCHELL ELEMENTARY** will 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. Our school counselor will collaborate with stakeholders to create a survey for families and staff to complete on ways they'd like to build campus and community connections then set up an action plan.
- The **MITCHELL ELEMENTARY** will, to the extent feasible and appropriate, coordinate and integrate parent & family engagement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by: Pre KIK Round Up in April; One Book One Community
- The **MITCHELL 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:

We will communicate through digital flyers (SMORE) in English and Spanish and post of our school website and Facebook.

### **PART III. DISCRETIONARY SCHOOL PARENT & FAMILY ENGAGEMENT POLICY COMPONENTS**

**NOTE:** The School Parent & Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for engagement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;

- paying reasonable and necessary expenses associated with parent & family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the engagement of other parents;

- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parent & family engagement and participation in their children's education;
- adopting and implementing model approaches to improving parent & family engagement; establishing a school parent advisory council to provide advice on all matters related to parent & family engagement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent & family engagement activities.

## **PART IV. ADOPTION**

This School Parent & Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs.

This policy was adopted by the **MITCHELL ELEMENTARY** on **06/09/22** and will be in effect for the period of 2022-2023.

The school will distribute this policy to all parents of participating Title I, Part A children on or before **06/09/22**.

(Chad Stoker)

(6/10/22)

*Home of the Meteors!*

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*Chad Stoker – Principal ♦ Maggie James – Assistant Principal*