



THE SCHOOL DISTRICT OF PHILADELPHIA

Webster Elementary School **Parent and Family Engagement Policy**

School Year 2023-2024

Revision Date:

04/19/2023

In support of strengthening student academic achievement, Webster 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).

Webster 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 REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

Section A: JOINTLY DEVELOPED

Webster 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.

Parents were invited to the Annual Title I Meeting on September 2022 to discuss the Schoolwide Plan, school goals and preliminary budget which included the 1% set-aside.

Webster will invite parents to participate in SAC meetings, Winter and Spring Title I Meetings to review, discuss and update the Parent and Family Engagement policy and School-Parent Compact, Schoolwide Plan, budget, and leadership.

Parents and staff jointly developed this policy along with the School-Parent Compact during a meeting held on 4/19/23.

*Recruit parents on Back To School Night (**September 2023**) for parent volunteers and committees of the SAC.*

Host monthly parent meetings/SAC meetings throughout the year to keep parents abreast of instructional practices.

Section B: ANNUAL TITLE I MEETING

Webster 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.

The annual Title I Meeting will be held in September of each school year during Back to School Night. At this time, the principal or designee will share information about the requirements of Title I part A, parent rights to know, state and local assessments including the PSSAs, school curriculum, how to work with educators and to track student progress.

Section C: COMMUNICATIONS

Webster Elementary School will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) 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.

Monthly Calendar sent home in backpacks

Class DoJo messages

School Messenger

Twitter and School Website, Social Media accounts (Facebook, Instagram)

Information flyers sent home in backpacks

Flyers and Information on counter in front office – Parent Resource Corner

Translations available, as needed

Parents are encouraged to complete a survey with meeting time preferences and provide feedback about other potential family engagement barriers.

Section D: SCHOOL-PARENT COMPACT

Webster 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 Annual Winter Title I Meeting was held on 1/18/2023 and the parent policies were discussed, in preparation for updating.

On 4/19/23, the Annual Spring Title I Meeting was held to review and jointly revise the School-Parent Compact and the Parent and Family Engagement policy for the FY2023-2024- school year. next year.

The policies will be reviewed during SAC meetings throughout the school year.

Section E: RESERVATION OF FUNDS

If applicable, Webster 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 Annual Winter Title I Meeting was held on 1/18/2023 in order to gain input from parents on how to spend the 1% of Title I, Part A funds. Parents are encouraged to provide feedback on the needs and priorities of the school as we discuss the entire school budget. During the Spring meeting held on 4/19/2023 parents provided feedback on potential purchases. During the Annual Title I meeting in the Fall (Back to School Night), our presentation includes information on the 1% parent set-aside funds. This allows all parents the opportunity to know that these funds are intended for their use. Parent surveys ask for input on how the parent funds should be utilized.

Section F: COORDINATION OF SERVICES

Webster 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:

*Headstart Pre-School Program
Partnership with Open Door Ministries and Temple University Nursing Program – opened a community library across the street and in the process of opening a parent resource center with computers and internet access for our parents and families to use
We are a Community School and our Community Program Coordinator Colin Hartzell has hosted parent courses such as parenting classes with APM in partnership.*

Section G: BUILDING CAPACITY OF PARENTS

Webster 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

*The annual Title I Meeting will be held in September during Back to School Night and will discuss: Title I requirements, the schoolwide plan and parent policies, academic standards, assessments, curriculum, how to work with educators and how to monitor your child's progress.
School will provide regular parent workshops and training on how to support student achievement.
Parent conferences to review student progress three times a year.
Training and supporting parents in viewing the new Parent Portal in order to view student grades and progress.
Workshops for our Hispanic/ESOL Community on supporting their English Language Learning students in the academic classroom.*

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Webster 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:

A professional development session focused on working with parents as equal partners will be offered in the Fall/Winter. Results of the parent surveys will be shared and discussed with staff.
Monthly professional development sessions during the school day, as well as regular afterschool professional development sessions offered to teachers
The District offers weekly professional development sessions called Tune Up Tuesday.
The SBTL and Early Literacy Lead teacher provide coaching and support to all teachers in the building.
Teachers meet weekly during Grade Group Meetings to collaborate on best practices and analyze data to have better informed conversations with parents regarding their child's education and progress.

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

Monthly workshops and training for parents in literacy and math
Student of the Month awards assembly
Attendance workshops
Parent Portal Training

Principal's Signature

Sherrri Arabia

Date Signed

6/5/23