



THE SCHOOL DISTRICT OF PHILADELPHIA

A.S. Jenks Elementary School **Parent and Family Engagement Policy**

School Year 2024-2025
Revision Date: May 24, 2024

In support of strengthening student academic achievement, A.S. Jenks 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).

A.S. Jenks 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

A.S. Jenks 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.

In the Spring, parents are encouraged to attend a meeting in which they could review and give input into this document, as well as the School-Parent Compact. This process is undertaken annually and this year occurred on May 24, 2024

Section B: ANNUAL TITLE I MEETING

A.S. Jenks 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 is conducted during Back to School Night and will take place in September 2024. All parents are invited to participate and provide input to enhance the relationship between the school and families. During this meeting, the Principal or designee will inform them about the Title I program; state standards and assessments; the school plan and budget; and curriculum, progress monitoring, working with educators, and how to get involved with the school. Parents will be notified by flyer in Class Dojo, monthly calendar and telephone.

Section C: COMMUNICATIONS

A.S. Jenks 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.

All families will be provided with the Parent and Family Engagement Policy and School-Parent Compact, and these documents are also uploaded to our website. Parents are notified about various meetings, online assemblies, and events during the school year via a variety of methods. These include flyers, monthly calendars, Class Dojo, with students, as well as through a phone blast. Meetings, trainings and workshops are held at various times of the day via Zoom to accommodate all families and their schedules. All communications sent home are in the family home language. Any translation can be made available upon request and Bilingual Counseling Assistants attend meetings as necessary.

Parents will conference on the child(ren)'s academic progress three times a year. We will work to coordinate conferences at different times of day in order to best accommodate the schedules of parents/families. These will be held as follows: November 15, 2024; January 30-31 - 2, 2025; and, March 27-28, 2025.

Interim reports will be shared by the following dates: September 23, 2024; December 9, 2024; February 19, 2025; and, May 2, 2025.

Section D: SCHOOL-PARENT COMPACT

A.S. Jenks 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.

In the Spring of each year, parents are encouraged to attend a meeting during which they have the opportunity to review and give input into this document, as well as the Parent and Family Engagement Policy. This year, that meeting occurred on May 24, 2024. Parents were notified of this meeting through flyers and monthly calendars sent home with students as well as a phone blast.

Section E: RESERVATION OF FUNDS

If applicable, A.S. Jenks 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:

Every year, parents are encouraged to attend a review of the school plan and budget. At this time, parents provide input into each, with specific focus on how they would like to see the parent involvement funds to be spent. This year that meeting occurred on February 1, 2024.

Section F: COORDINATION OF SERVICES

A.S. Jenks 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 school hosts a Parent Resource area which is available to families and Jenks staff and administrators coordinate with local Pre-Ks to facilitate the transition into Kindergarten.

Section G: BUILDING CAPACITY OF PARENTS

A.S. Jenks 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

Various workshops, trainings, and other offerings are presented to parents throughout the school year. Some of the topics are: Math homework; PSSA meeting/workshop; writing celebration; accessing the Parent Portal. Parents will attend meetings to learn how to use technology and programs to support their child's academic and social emotional growth. Resources and support will be provided during MTSS and IEP meetings.

During the Annual Title I meeting, held each September, we share with parents the requirements of Title I, Part A, the State's academic standards, local academic assessments and how to work with educators. There are three report card conferences throughout the school year (outlined above) with an evening conference offered each time. During these conferences teachers will discuss with parents how to monitor their child's progress.

Section H: BUILDING CAPACITY OF SCHOOL STAFF

A.S. Jenks 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:

Surveys are made available to parents and the results are tallied and shared with staff. During the fall or winter, teachers and other staff will be trained, with input from parents/families, on the importance and value of working effectively with parents.

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

Jenks works in collaboration with the District's Office of Family and Community Engagement to provide workshops and other opportunities to parents and families.

Principal's Signature

Sioula Douglas

Date Signed

May 24, 2024

Sioula Douglas

8/28/24