

## Title I, Part A School-Level Parent and Family Engagement Policy

**This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements** pursuant to ESSA Section 1116(c).

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). How are parents notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? How the policy is made available to the local community? How and when is the policy updated periodically to meet the changing needs of parents and the school (ESSA Section 1116[b][1])?

- Springbrook parents are notified of the Parent and Family Engagement Policy by a hard copy sent home as well as an easy to find link on the school's website. The engagement policy will also be in the weekly newsletter via email from the principal.
- The local community may find the policy on the school's website as well as walking into the school to obtain a hard copy.
- The policy will be updated on a yearly basis as we see a need to modify or enhance the policy based on our family population.
- The policy can be translated into other languages as needed.

To involve parents in the Title I, Part A programs, the following practices have been established:

- Parents will be involved and notified by meeting flyers and notices in specific languages necessary.
- Parents will be invited to all family fun nights, literacy nights, Back to School, Open House, and other performances throughout the year.
- Parents will have access to the school's website.

The school convenes an annual meeting to inform parents about Title I, Part A requirements and about the right of parents to be involved in the Title I, Part A program (ESSA Section 1116[c][1]).

- Springbrook will offer two meetings in the evening.
- Parents will be emailed important information regarding Title 1 requirements.
- Parents will have 24 hour access to the school's website with pertinent and up to date Title 1 information.

The school offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2][3][4]B).

- Springbrook will offer two meetings in the evening and 2 morning meetings.
- Springbrook will offer four EL meetings this year.
- Parents will be invited to PTA meetings, Title 1 meetings and parenting seminars (TBD).
- Parents will be invited to participate and ask questions regarding the Title 1 program, including curriculum and assessment.

The school provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116[c](4)[A]). How does the school provide the information?

- Parents will receive emails regarding Title 1 program.
- Parents will receive dedicated flyers that will be sent home regarding Title 1 program.
- Parents will have access to the school's website with the most current and up to date information.
- Parent Teacher conferences.

If requested by parents of Title I, Part A students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c][4][C]). How does the school provide the opportunities?

- Parents will be invited to attend monthly PTA meetings.
- Parents will be invited to attend all family engagement nights with their children.

The school engages Title I, Part A parents in meaningful interactions with the school. The Compact supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established for parents to volunteer in the classroom, attend EL and Title 1 meetings, and attend Back to School night and open house.

The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

- Parents will be invited to attend all family engagement nights which will be hands on and academic.
- Parents will be invited to conference with their child's teacher.
- Parents will be invited to Open House.
- Parents are encouraged to email or set up meetings with teachers before or after school.

With the assistance of Title I, Part A parents, the school educates staff members in the value of parent contributions, and in how to work with parents as equal partners (ESSA Section 1116[e][3]).

- The principal will engage the staff in 3 monthly staff meetings.
- The teachers will receive the newsletters sent out to parents.
- The teachers will participate in professional learning opportunities offered throughout the school year.

The school distributes information related to school and parent programs, meetings, and other activities to Title I, Part A parents in a format and language that the parents understand (ESSA Section 1116[e][5]).

- Springbrook will send out flyers translated in a language that most of the parents will be able to understand.
- District translators are available as needed in meetings or trainings.

Springbrook School will provide opportunities for the participation of all Title I, Part A parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand (ESSA Section 1116[f]).

Please attach the School-Parent Compact to this document. See attached document.

This policy was adopted by Springbrook Elementary School on September 1, 2019 and will be in effect for the period of one year until June 2020.

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before: November 1, 2019

Sunny Shen, Principal

**Signature of Authorized Official**

October 15, 2019

**Date**

California Department of Education  
July 2018