

KEYSTONE OAKS SCHOOL DISTRICT

Policy

Guide



Policy No. 919.2

Section COMMUNITY

Title TITLE I MYRTLE AVENUE
ELEMENTARY SCHOOL
PARENT AND
FAMILY ENGAGEMENT POLICY

Adopted NOVEMBER 17, 2015

Last Revised APRIL 22, 2025

| POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY | | |
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| Section 1 | <p><u>Purpose</u></p> <p>The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. This policy, developed by Myrtle Avenue Elementary in collaboration with and agreed to by parents and family members, describes how parents and family members will be engaged at the school level.</p> | |
| Section 2 | <p><u>Definition</u></p> <p>Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.</p> | |
| Section 3 | <p><u>Guidelines</u></p> <p>Myrtle Avenue Elementary will involve parents and family in the development of the school plan and in the process of school review and improvement in the following ways through participation initially through the PFO and then with subsequent Title I parent meetings to review and revise the policy. All</p> | |

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| | <p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>policies are posted on the District website, distributed to Title I parents, and available in all schools.</p> <ol style="list-style-type: none"> 1. Title I parents and family will participate in the development of the Title I Plan and will be part of the school review and school improvement (if applicable) procedures. 2. Title I parents and family will serve on the Parent and Family Advisory Council for the Title I Plan and the School Improvement Plan (if applicable). 3. Title I parents and family will plan, review, and update the School's and District's Title I Parent and Family Engagement policies. 4. Title I parents and family will jointly develop a School-Parent and Family Compact that outlines how parents and family, the entire school staff, and students will share in the responsibility for improved student achievement. 5. A yearly meeting will be held to provide Title I parents and family the opportunity for input into the planning, implementation, and evaluation of the Title I program. <p>Myrtle Avenue Elementary School will meet with parents and family members annually in the fall and spring by sending invitations to participating parents. Myrtle Avenue Elementary will hold an annual meeting with Title I parents and family in September to inform parents and family of the school's participation in the Title I program and to explain the requirements of the program and their right to be involved. The following items will be discussed: Title I budget, Parent/ and Family Engagement Policies, overview of Title I (expectations and requirements), standards-based instruction and assessment, overview of the school's curriculum, proficiency levels, multiple criteria for entrance into the program, monitoring student progress, how to work with teachers, parent and family resource center, school-home compact, and activities for home. The school accommodates meeting requests submitted to the school principal and scheduled at a mutually agreed upon time. Should</p> | <p>ESEA Sec. 1118(d)</p> <p>ESEA Sec. 1118(c)(4)</p> |
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| | <p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>additional meetings be held they will be held in the early evening, based on results from the parent survey, at the central office to accommodate all communities.</p> <p>Parents and family will be invited by letter in their native/preferred language and additional contact as necessary. Myrtle Avenue Elementary will provide technical assistance and support to its Title I program in planning and implementing effective parent and family engagement activities. The school involves parents and family members in school review and improvement of the parent and family engagement program through an annual survey to Title I families, review and revision of the policy at fall and spring parent meetings, and feedback from the Title I Parent Advisory Council. The school will:</p> <ol style="list-style-type: none"> 1. Assist the Title I program in identifying clear and measurable goals for parent and family engagement. 2. Actively support staff and promote efforts that increase the level of parent and family engagement, such as Meet the Teacher, Curriculum Night, Parent-Teacher Conferences, Read across America week, Camp Read A Lot, and book fairs. 3. Provide parents/and family and staff information, materials, and training on required and effective parent and family engagement policies and practices. Provide to Title I program best practices, ideas, materials, new approaches, research, and other program information in order to improve their parental and family involvement programs. 4. Research and model effective parent and family engagement activities and practices. 5. Provide resource materials for parent and family meetings, workshops, and take home learning activities. Parent and family meetings, including parent and family conferences, will be held at different times during the day. The school will provide, if requested by parents and family, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in | |
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| | <p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>decisions related to the education of their children, and respond to any suggestions as soon as practically possible.</p> <p>6. Provide parents and family of participating children with timely information about the Title I program. Parents and family will be invited to parent-teacher conferences and receive a Title I report card twice a year. Information can also be obtained through the Title I page of our website and from our Parent Resource Center, located in the Title I room at Myrtle Avenue Elementary. The school informs parents and family members about the Title I program through an explanation at the fall Title I parent meeting and through a letter inviting participation.</p> <p>7. Assist Title I program with training and ideas on reaching hard-to-reach parents and family and parent and family involvement activities.</p> <p>8. Collaborate with the PFO, Parent and Family Advisory Council, community agencies, and businesses to provide activities that build capacity for parents and family to assist learning and participate in school processes, such as parent and family workshops or family unity activities.</p> <p>9. Participate in the organization Trying Together and other opportunities to collaborate with Head Start and PreK programs.</p> <p>Myrtle Avenue Elementary will build the school's and parents' and families' capacity for involvement by offering programs to strengthen the school/family partnership by providing materials and training for school staff and parents and family. A School-Parent and Family Compact will be jointly developed and reviewed annually. The Compact outlines how parents and family, the entire school staff, and students will share in the responsibility for improved student achievement. The school will:</p> <p>1. Educate school staff and parent and family in the value of contributions of parents and family and how to reach</p> | <p>ESEA Sec. 1118(e)(4)</p> <p>ESEA Sec. 1111(h)(6)(B)(i)</p> |
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| | <p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>out to, communicate, with, and work with the parents and family as equal partners to implement and coordinate programs and to build ties between parents and family and the school through faculty meetings and professional development using training materials from the State Parent Advisory Council.</p> <ol style="list-style-type: none">2. Provide staff development for teachers, families, administrators, staff and others on how to increase the level of quality of family engagement through PFO meetings and faculty meetings.3. Provide training through meetings, resources, and conferences to parents and family in understanding topics such as the importance of challenging academic standards and how they can help their children meet them, monitoring their children’s progress, and literacy skills that help parents and family work with their children. Training will include resources on the school district website, activities to do at home, and the parent and family resource center. Assistance will be provided to parents and family members to understand the academic standards, State and local academic assessments, and how to monitor their child’s progress through a Parent Resource Center at each school, parent resources on the District website, presentations at curriculum nights, and Parent-Teacher Conferences.4. Provide Information and, if needed, assistance to program and parents and family in understanding state academic content and performance standards, state and local assessments, requirements for Title I, and how the parents and family can assist in their child’s education. The school explains the curriculum, State standards, and assessment at the fall Annual Parent meeting with the Assistant to the Superintendent for Student Achievement providing an overview of programs and assessments used. Assistance will be provided to parents and family members to understand the academic standards, State and local academic assessments, and how to monitor their child’s progress through a Parent Resource Center at each school, parent resources on the District website, | |
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| | <p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>presentations at curriculum nights, and Parent-Teacher Conferences.</p> <ol style="list-style-type: none"> 5. Provide the school, to the extent feasible and appropriate, with information on how to work with business partners and/or community organization to learn about Title I to encourage school/family/community partnerships. The school will use parents to train staff on how to work with parents as equal partners through use of the State Parent Advisory Council (SPAC) skits. 6. Provide information to the school and parents and family on the district website under Parent Resource Center. 7. Ensure Title I parents and family with limited English proficiency, literacy difficulties, or other disabilities are given the same opportunities as other parents and family but these opportunities may be structured, adapted, or modified so that these parents and family may receive the same benefits and services as the other Title I parents and family. The school includes parents and family members of English Learners by offering translated materials. The school will ensure information is in a language parents can understand by collecting preferred languages of families and utilizing TransPerfect and translation features on the District website and Parent Square. 8. Coordinate Title I parent and family engagement activities, to the extent feasible and appropriate, with other programs by providing mutual parent and family engagement training and information through collaboration with the PFO. 9. Conduct an annual survey and follow-up meeting in the spring for Title I parents and family to evaluate the content and effectiveness of the Title I parent and family engagement plans, procedures, and policies and use the evaluation to identify successful engagement strategies, barriers to participation, and make recommendations for improving parent and family engagement. Barriers to participation of parents and family who are economically | |
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| | <p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>disadvantaged, disabled, have limited English proficiency, are limited in literacy skills, or are part of an ethnic minority background, will be identified to ensure greater parent/guardian participation in school activities. If necessary, after review of the findings of the evaluation, procedures will be revised.</p> <p>10. The school coordinates with other federal, State and local programs include public preschool programs through a partnership with Head Start and Hi5! From the Allegheny Intermediate Unit to develop and implement a plan for kindergarten transition.</p> <p>Myrtle Avenue Elementary will budget at least one (1) percent of its allocation for parent/guardian engagement materials and activities, if applicable. At least ninety-five (95) percent of the one (1) percent of the allocation for parent and family engagement at the District level will be used for school-based parent/guardian engagement activities.</p> <p>Parents and family will have input into the funding for parent/guardian engagement through the District and school planning process. Title I funds may be used to pay for reasonable and necessary expenses associated with parent and family engagement activities, including transportation, childcare, or home visit expenses to enable parents/guardians to participate in school-related meetings and training sessions.</p> <p>Previously Revised: April 18, 2023; December 12, 2017</p> <p>References:</p> <p>State Board of Education Regulations – 22 PA Code Sec. 403.1</p> <p>Elementary and Secondary Education Act – ESEA Sec. 1111, 1118</p> <p>Board Policy – 102</p> | <p>ESEA Sec. 1118(a)(3)(C)</p> |
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