

Policy: Lackawanna Trail School District: Parent and Family Engagement	Category: Division of Federal Programs – PDE		Number: 918
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In support of strengthening student academic achievement, Lackawanna Trail School District receives Title I, Part A funds and therefore is required under Section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy. The Every Student Succeeds Act (ESSA) states that the Lackawanna Trail School District Parent and Family Engagement Policy must be jointly developed with parents and family members, incorporated into the District’s plan (Consolidated Application), and distributed to parents of participating children in a format and language that parents can understand.

General Expectations

1. The Lackawanna Trail School District will involve parents and family members in the joint development of the Title I Plan (Title I Application). (*ESSA, Section 1116(a)(2)(A)*)

This will be accomplished in the following manner:

- An annual fall meeting will be held for parents/guardians where administrators and/or teachers will explain curriculum, instruction, assessment, scheduling and other important components of the Title I Program.
- An annual survey will be distributed to parent/guardians each school year to elicit feedback with regard to the Title I Program.
- An annual spring meeting of the Title I Planning Team will be held to evaluate the Title I Program, including reviewing the responses from the *Title I Program Parent/Guardian Survey*, updating the *School-Parent-Student Compact* and other documents, and making recommendations for changes/expansion of the Title I Program for the subsequent school year.

2. The Lackawanna Trail School District will involve parents and family members in the process of school review and improvement. (*ESSA, Section 1116(a)(2)(A)*)

This will be accomplished in the following manner:

- An annual fall meeting will be held for parents/guardians where administrators and/or teachers will explain curriculum, instruction, assessment, scheduling and other important components of the Title I Program.
- An annual survey will be distributed to parent/guardians each school year to elicit feedback with regard to the Title I Program.
- An annual spring meeting of the Title I Planning Team will be held to evaluate the Title I Program, including reviewing the responses from the *Title I Program Parent/Guardian Survey*, updating the *School-Parent-Student Compact* and other documents, and making recommendations for changes/expansion of the Title I Program for the subsequent school year.

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3. The Lackawanna Trail School District will provide technical assistance and support to schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance.

(ESSA, Section 1116(a)(2)(B))

This will be accomplished in the following manner:

- The Federal Programs Director and/or Business Manager will provide assistance and support regarding appropriate use of parent involvement funds to ensure compliance.
- The Federal Programs Director and/or Principal will lead the review of the *Parent and Family Engagement Policy, Schoolwide Plan, School-Parent-Student Compact* and other components of the Title I Program to ensure compliance.

4. The Lackawanna Trail School District will coordinate and integrate parent and family engagement strategies with other Federal, State, and local laws and programs.

(ESSA, Section 1116(a)(2)(C))

This will be accomplished in the following manner:

- The Lackawanna Trail School District will coordinate with pre-kindergarten programs and early intervention service providers to facilitate a smooth transition for students and their families from these programs to the Elementary Center.

5. The Lackawanna Trail School District will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and the effectiveness of the parent and family engagement policy in improving the academic quality of all schools. The evaluation will include identifying barriers to greater participation by parents and family members, with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background. The evaluation will also reflect the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions.

(ESSA, Section 1116(a)(2)(D)(i-iii))

This will be accomplished in the following manner:

- Parents/Guardians will be surveyed annually through the *Title I Program Parent/Guardian Survey* to determine whether or not their engagement needs are being met effectively and appropriately through the implementation of the parent and family engagement programs.

6. The Lackawanna Trail School District will use the findings of the annual evaluation to design evidence based strategies for more effective parent and family involvement, and revise, if necessary, the Parent and Family Engagement Policy. *(ESSA, Section 1116(a)(2)(E))*

This will be accomplished in the following manner:

- The results of the *Title I Program Parent/Guardian Survey* will be reviewed at the annual spring meeting of the Title I Planning Team and used to develop strategies for improving the Title I program, as well as, revise the *Parent and Family Engagement Policy* and to plan future family engagement programs.

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7. The Lackawanna Trail School District will involve parents and family members in the activities of the school, which many include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members to adequately represent the needs to the population; revising; and reviewing the Parent and Family Engagement Policy. (*ESSA, Section 1116(a)(2)(F)*)

This will be accomplished in the following manner:

- As stakeholders, parents will be represented on the Title I Planning Team. All parents of students in the Title I Program will have the opportunity to provide feedback via the annual *Title I Program Parent/Guardian Survey*. Along with other members of the Title I Planning Team, parent representatives will have the added responsibility of reviewing data and documents and making recommendations with regard to improving the Title I Program, including the *Parent and Family Engagement Policy* and family engagement activities.

Use of Funds

The Lackawanna Trail School District does not receive \$500,000 or more in Title I funds, so the mandatory set aside does not apply.

Adoption

This LEA parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, as evidenced by this document and the sign-in sheet.

This policy was adopted by the Lackawanna Trail School District on December 4, 2017 (*tentative date*) and will be in effect for the period of the 2017-2018 school year. The school district will distribute this policy to all parents of participating Title I, Part A children at the end of the 2nd marking period (*tentative date*) by placing it on the school district website and distributing a hardcopy to parents in the report card envelopes.

Signature of Authorized Official

Printed Name of Authorized Official/Position

Date

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