



Garfield Heights City Schools

Maple Leaf Elementary

Title I Parent and Family Engagement Policy **2019-2020**

Goal Statement and Commitment

At Maple Leaf Elementary School, we believe that ALL STUDENTS WILL ACHIEVE AT HIGH LEVELS. It is our goal that every child should have the opportunity to attain his/her full potential.

The Instructional Focus will include the following:

- We will teach the **core academic standards** to all students, in every classroom, every day, and in ways that meet each student's learning style.
- We will set **high expectations** for everyone – students, educators, parents, community – and support them in meeting high standards of behavior and outcomes.
- We will build **strong relationships** with families and community because our schools can't do it alone.
- We will base all decisions on **data**.

Therefore, Maple Leaf Elementary School will maximize its resources to enable each child to become a successful learner. Key resources include administrators, teachers, school staff, parents and community members. We will work together to establish effective partnerships. School and home must work together to realize high student achievement. Ongoing, two-way meaningful communication will occur to facilitate mutual understanding and to stimulate student success.

Maple Leaf Elementary School will make every effort to include parents in the development, evaluation and revision of the Title I Program and the Parent and Family Engagement Policy. The school-parent-student compact will describe the responsibilities of key stakeholders. The goal of our parent and family engagement program is student success!

The faculty of our school is committed to the success of each student and recognizes the essential role of parents and the value of their input. We believe a partnership must exist and strive to promote communication and participation of parents in the education of children.

In support of strengthening student academic achievement, Maple Leaf Elementary School receives Title I, Part A funds and must jointly develop with, agree upon 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 district.

Maple Leaf 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 targeted assistance or schoolwide program plan.
- 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 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 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 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:
 - Parents play an integral role in assisting their children's learning;
 - Parents are encouraged to be actively involved in their children's education at school;
 - Parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children;
 - Other activities are carried out, such as those described in Section 1116 of ESSA.

The school parent and family engagement policy includes a description of how the school will implement or accomplish each of the following components:

Jointly Developed

Maple Leaf Elementary School, along with the District Family Engagement Coordinator, will involve parents/family members, in an organized, ongoing and timely way, in the planning, review and improvement of the school's parent and family engagement programs as follows:

- a. conduct an annual survey of parents for needs and concerns;
- b. review and analyze results of annual survey and respond accordingly;
- c. invite parents of Title I students to participate in the development of the building parent involvement policy;
- d. parents are encouraged to provide input concerning Title I programming throughout the school year and may contact the school directly to express their ideas concerning programming;
- e. share this policy with all parents of Title I students.

Annual Title I Meeting

Maple Leaf 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, parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

- Maple Leaf Elementary School will hold its annual parent meeting before the end of the first semester each school year.
- All parents and family members are encouraged to attend this annual Parent Meeting.

Communications

Maple Leaf Elementary School will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents and family members of participating children in a format, and to the extent practicable, in a language, the parents and family members can understand as follows:

- a. Website
 - b. Regular email correspondence from building principal and teachers
 - c. Backpack distribution of hard copy information as needed
 - d. Alternative forms, when requested, will be provided in the family's native language
 - e. Newsletters
 - f. One calls
 - g. Videos via website
 - h. Social Media – Facebook, Twitter
 - i. District calendars
 - j. Parent/Teacher conferences
- The Parent and Family Engagement Policy will be available to all parents.
 - Parents may access the Parent and Family Engagement Policy on the Garfield Heights City Schools website. Parents may also request a printed copy of the policy by contacting Maple Leaf Elementary School.
 - The Parent and Family Engagement Policy is available in multiple formats as needed, and can be provided to parents in a language they understand.

School-Parent Compact

Maple Leaf Elementary School jointly develops the school-parent compact with parents and family members. The compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop partnerships to help children achieve State academic standards. The following actions will be taken to involve parents in the annual development and review process of the Maple Leaf Elementary School School-Parent Compact, with the support from the District Family Engagement Coordinator:

- a. invite parents to annual informational/involvement meeting;
- b. survey parents in regards to updates and revisions to the school-parent compact;
- c. survey results are reviewed;
- d. revisions are made to the school-parent compact based on parent and staff feedback.

Coordination of Services

Maple Leaf Elementary School and the District Family Engagement Coordinator will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with federal, state and local programs, including public preschool programs, and conduct other activities, such as parent resource center, that encourage and support parents in more fully participating in the education of their children by:

- Maple Leaf Elementary School and the District Family Engagement Coordinator will continue to work with its business and community partners to help establish and strengthen parental support mechanisms such as:
 - Ohio Guidestone
 - K-Club (Kiwanis)
 - Marymount Helping Hands
 - Greater Cleveland Food Bank
 - Partnerships with local daycare providers
- Principal will participate in annual pre-school transition meetings for students receiving educational supports prior to enrollment in the district;
- Participate in the annual District Kindergarten Registration Information Night each spring.

Building Capacity of Parents

Maple Leaf Elementary School will provide assistance to parents and family members in understanding the rigorous Ohio Academic Content Standards and local academic assessments, how to monitor a child's progress and work with teachers to improve the achievement of their children as follows:

- a. Annual Title I informational meeting
- b. Report cards
- c. Parent/Teacher conferences: RIMP shared, if applies
- d. Email
- e. School website
- f. Literacy Nights
- g. Math Nights
- h. Third Grade Reading Guarantee meeting
- i. Intervention take-home bags
- j. Family Take Home "Bag of Books" to encourage reading at home

Building Capacity of School Staff

Maple Leaf Elementary School, with support from the District Family Engagement Coordinator and District Diversity Consultant, will provide professional development opportunities focusing on the value of engaging parents/families as equal partners in the implementation and coordination of the education of their children. These sessions will be developed with the assistance and input of parents/families as follows:

- a. Feedback received during
 - i. Annual Title I Informational meeting
 - ii. Parent/Teacher conferences
- b. Annual survey of parents and staff that includes questions focused on engaging parents/families as equal partners in the implementation and coordination of the education of their children.