



***W.B. Saul High School***  
**Parent and Family Engagement Policy**  
***School Year 2019-2020***  
***Revision Date: 04/11/2019***

In support of strengthening student academic achievement, **W.B. Saul High 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).

The **W.B. Saul High 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**

**W.B. Saul High 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.

- **Parents are invited to an Annual Spring Title I meeting to review, provide input an update the Parent and Family Engagement Policy and School Parent Compact. This year, we held a meeting on April 11, 2019 to discuss and gather feedback from parents to update our Parent and Family Engagement Policy and our School-Parent Compact.**
- **Parents are also encouraged to attend meetings throughout the year and to complete a parent survey.**

### **Section B: ANNUAL TITLE I MEETING**

**W.B. Saul High 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 held every year in September or October. At this time, the principal or designee will share information about the requirements of Title I part A, parent rights to know, state and local assessments including the PSSAs, school curriculum, how to work with educators and to track student progress.**

### **Section C: COMMUNICATIONS**

**W.B. Saul High 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 school information is distributed through our students, robo-calls and SIS Messenger emails and texts, and available in our front office.**
- **Each year we try to improve the process of collecting parent feedback via our paper surveys provided by our Title I office and also laptops for parent completion of the online survey. This information helps us determine the best time to hold meetings for our parents.**

- **This year we will provide transportation for our parents to participate in college tours with their students.**
- **We make our best efforts to make sure all information is understandable and in parent friendly language. If for any reason we need to get translations we can submit through the School District of Philadelphia’s Family and Community Engagement office.**

#### **Section D: SCHOOL-PARENT COMPACT**

**W.B. Saul High 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.

- **During the Spring, we host a Title I Spring Meeting. Parents are invited to review the current year’s compact and provide feedback in order to update it for the following year. This year, we held a meeting on April 11, 2019 to discuss and receive feedback from parents regarding our Parent and Family Engagement Policy and our School-Parent Compact.**
- **Parents are also encouraged to attend meetings throughout the year and to complete a parent survey.**

#### **Section E: RESERVATION OF FUNDS**

**W.B. Saul High 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:

- **During the Winter, we hold a Winter Title I meeting to discuss and receive feedback from parents regarding our School Level Budget and School Level Plan. We also ask for input on the 1% set aside allotted from the School’s Title I budget.**
- **This year, we held a meeting on January 10, 2019 for parents to give feedback on the school plan, budget and Title I 1% set aside.**
- **Parents will be invited to a Title I meeting in the Spring to review the budget with the school leadership and provide input about the priorities for the parental engagement set-aside funds.**

#### **Section F: COORDINATION OF SERVICES**

**W.B. Saul High 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:

- **We have a parent resource room located in our Home and School office in the main building of our facility.**
- **We coordinate with local colleges for college tours. Parents and families are also informed about college and career fairs.**

#### **Section G: BUILDING CAPACITY OF PARENTS**

**W.B. Saul High 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:

1. 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
  2. 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
  3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
    - a) The challenging State's academic standards
    - b) The State and local academic assessments including alternate assessments
    - c) The requirements of Title I, Part A
    - d) How to monitor their child's progress
    - e) How to work with educators to improve the achievement of their child
- **We hold our annual Title I meeting during Back to School Night every year in the Fall. School leadership will discuss: Title I requirements, curriculum, academic standards and assessments, monitoring your child's progress, the schoolwide plan, and working with educators.**
  - **Parent-Teacher conferences provide an opportunity for discussion related to individual academic achievement.**
  - **We will introduce the Parent Portal and assist parents in setting up accounts online to be able to access their child's grades and attendance information at Back to School Night. This effort will be led by our TTL, Ms. Anger and also support from the FACE office.**

#### **Section H: BUILDING CAPACITY OF SCHOOL STAFF**

**W.B. Saul High 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:

**Our staff will be trained in the Fall during a professional development meeting where we will discuss how to work with parents as equal partners. Staff will review and discuss the results of parent surveys.**

**W.B. Saul High School** will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- **Parents are encouraged to volunteer for school and classroom activities with updated clearances on file in the Main Office. For school activities the sponsor of the activity should be contacted, a Home & School representative, the school office or the teacher.**
- **We train our parents throughout the year on Parent Portal, FASFA and Keystone Exams.**
- **For classroom visitations and class sponsored activities parents should contact the teacher directly in writing or by telephone.**

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**Principal Signature**

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**Date**