



THE SCHOOL DISTRICT OF PHILADELPHIA

Louis H. Farrell Elementary School **Parent and Family Engagement Policy**

School Year 2023-2024

Revision Date:

04/24/2023

In support of strengthening student academic achievement, Louis H. Farrell Elementary 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).

Louis H. Farrell 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 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

Louis H. Farrell Elementary 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 members of our Home & School Association/SAC, which assists in the coordinating and planning of all activities. Parents are invited to attend monthly Home & School/SAC meetings where input is garnered and school status and upcoming events are discussed. We have Winter and Spring Title I Parental Input Meetings for assistance in reviewing, planning and developing the Parent and Family Engagement Policy and the School Parent Compact. This year's Spring Title I Parent Input Meeting was held on April 18, 2023.*

Section B: ANNUAL TITLE I MEETING

Louis H. Farrell 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, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

- *The Principal, Assistant Principals, and School-based Teacher Leader will present information (How Title I works, how to monitor a child's progress, curriculum, the School Wide Plan, Title I Budget, Teacher Qualifications, as well as Academic Standards and Assessments) to parents and will support the school as needed at our annual Back to School Nights (September of 2023) and at a monthly parent workshops relating to Title I.*

Section C: COMMUNICATIONS

Louis H. Farrell Elementary 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.

- 1) *The Parent and Family Engagement Policy will be in the Parent Handbook that is distributed in September and posted on the Farrell School Website.*
- 2) *We have alternating AM and PM meetings throughout the year.*
- 3) *Childcare is provided during PM meetings.*
- 4) *Parents will receive flyers and newsletters, with translations where possible, that inform them of important events and concerns. A parent information desk is present in the front hall along with a "PAD" bulletin board. Arabic, Chinese (Cantonese & Mandarin), Russian, Albanian, Portuguese, Pashto, Spanish, Ukrainian and Uzbek Bi-lingual Counseling Assistants are available and meet with parents and administration to further school/parent communication. School staff also utilizes Language Line when BCAs are unavailable. Parent Workshops will be held monthly and parents will be invited to participate in professional development opportunities at the school and network level.*

Section D: SCHOOL-PARENT COMPACT

Louis H. Farrell Elementary 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.

- *The Leadership Team will annually evaluate our Parent and Family Engagement Program and revise it as necessary based on feedback from parents and staff. The Parent and Family Engagement Policy is sent home to each family in the first month of school, giving all parents the opportunity to review, request a different format, and/ or discuss with school staff. Parents are invited to share their suggestions for plan revisions at the Winter and Spring Title I parental input meetings, as well as updates to the school parent compact.*
- *A parent involvement survey will be distributed to all families and the information collected will be reviewed to help update the Parent and Family Engagement Policy and Compact.*
- *The Leadership Team, along with the Home and School Association, plan a parent and family engagement calendar of activities based on parental input.*

Section E: RESERVATION OF FUNDS

If applicable, Louis H. Farrell Elementary 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:

- *Principal will share the budget with parents at the Winter Title I Parental Input Meeting and the Spring Title I Parental Input Meeting. This year, the Winter Title I Meeting was held on January 18, 2023. During this meeting, parents reviewed the previous budget as well as the upcoming budget. Parents then gave their input for how the funds should be spent, including the 1% parent set-aside.*

Section F: COORDINATION OF SERVICES

Louis H. Farrell Elementary 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:

- *Principal's attendance at meetings at a local pre-school and greeting pre-school parents.*
- *Distributing Kindergarten registration information.*
- *Inviting teachers at neighborhood pre-schools to attend kindergarten instructional planning sessions.*
- *Having a Kindergarten teacher act as a liaison between our school and local pre-schools.*
- *Arranging Open Houses and site visits for incoming kindergarteners.*
- *Guiding parents toward after school care provided by Pelbano, Paley and Methodist.*
- *Guiding parents to Cora Services through the MTSS process.*
- *SBTL membership and attendance at 7th Police District Advisory Council monthly meetings to discuss neighborhood concerns and school initiatives.*
- *Parents are encouraged to visit the Parent Resource Center at 440 North Broad Street*

Section G: BUILDING CAPACITY OF PARENTS

Louis H. Farrell Elementary 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:

- 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
- 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
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child

- *Workshops and events, such as Learning how to access the Parent Portal, Literacy and Math workshops, Preparing for High School, and Standardized Test Information, will be held during the monthly Home and School/SAC meetings and/or scheduled as needed. The monthly Home and School/SAC meetings will alternate between day and evening in an effort to accommodate a greater number of parents based on their schedules. Bi-lingual Counseling Assistants will hold meetings with parents of their designated language groups to further enhance their involvement. Our annual Special Title I Meetings will be held on our Back To School Nights in September (Dates TBA), at our Winter Home & School/SAC meeting (Date TBA), and at the Spring Title I Parental Input Meeting (Date TBA).*
- *The Principal and School-based Teacher Leader will present information (How Title I works, how to monitor a child's progress, curriculum, the School Wide Plan, Title I Budget, Teacher Qualifications, as well as Academic Standards and Assessments) to parents and will support the school as needed at our annual Back to School Nights (September TBA) and at a monthly parent workshops relating to Title I.*
- *Through Pearson, students will have access to web-based activities in reading and mathematics as well as materials used for instruction that can be accessed from home. This will give parents the opportunity to explore these materials with their children. Written documents that support the academic process, such as booklets and pamphlets, will be distributed to parents in various languages when feasible.*

Section H: BUILDING CAPACITY OF SCHOOL STAFF

Louis H. Farrell Elementary 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:

- *Contributions from parents on effective teacher-parent communication are always welcome. A specific time for input is designated at the Fall Home and School Association/SAC meeting and other meetings that follow and the information is passed on to teachers and staff through the Principal Chat and Chews and on Professional Development days. Professional Development sessions will be held, and information will be sent by the Principal through email and a Weekly Gram, including articles focusing on "tips" for parent meetings, parent access to teachers' email and parent portal. Specifically, one professional development day in the fall is focused on working with parents as equal partners in the educational process. Staff will review parent survey results and incorporate parent suggestions into their parent and family engagement program.*
- *A Professional Learning Community has been established to address the collaborative and educational needs of classroom and support teachers. A School-based Teacher Leader (Instructional Support Leader) is available for support on an individual or group basis. Farrell will continue to have an Early Literacy Specialist assigned to the school providing daily professional development to all Early Literacy teachers as well as a Reading Specialist on site.*

Louis H. Farrell Elementary School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- *“Farrell Five” & “Power of 3” School-wide Behavioral Support*
- *“Student of the Month” Pillars of Character Program*
- *“Caught Being Good” Coin Positive Behavior Incentive Program*
- *“Grow Your Stamina” Reading Program*
- *Instrumental Music Program – Winter and Spring Concerts*
- *Honor Roll for grades 4-8*
- *Student Council*
- *Muffins with Mom Day*
- *Donuts with Dad Day*
- *Graham Crackers with Grandparents Day*
- *Workshops for Parents*
- *Project Pride Prevention Services*
- *Second Step*
- *RSVP Volunteer Program*
- *Parent and Family Portal through Infinite Campus*
- *Sports Clubs*
- *School-wide academic interventions supporting math (Imagine Math) and literacy (Lexia)*
- *Imagine Language Intervention Program for EL students*
- *After School Academic Support and Enrichment for Math and Reading (iReady)*
- *After School Extracurricular Activities*
- *After School “Methodist Services” Program and Paley Daycare Program*

Principal's Signature

Peter Jepsen

Date Signed

4/24/23