

**Carbondale Area School District**  
**Parent and Family Engagement Policy**  
**2017-2018**

In support of strengthening student academic achievement, Carbondale Area 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 Carbondale Area 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 Carbondale Area School District will involve parents and family members in the joint development of the Title I Plan (Title I Application) and in the process of school review and improvement (ESSA, Section 1116 (a) (2) (A)).
  - An annual fall meeting will be held for parents and family members to explain our Title I program and inform families about programming, an explanation of the curriculum, and the forms of academic assessment used to measure student progress.
  - An annual spring meeting will be held for parents and family members to learn and provide input in the Title I Plan, seek input on perceived needs for parent/family education, and review the School level Parent and Family Engagement Policy and the School/Parent/Student Compact.
2. The Carbondale Area School District will provide technical assistance and support to the Carbondale Area Elementary School in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance (ESSA, Section 1116 (a) (2) (B)).
  - The Federal Programs Director will provide guidance and support on appropriate use of parent involvement funds and review school Parental Involvement Policies, Schoolwide Plans, and School/Parent/Student Compacts to ensure compliance.
3. The Carbondale Area 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)).
  - Carbondale Area School District will coordinate with Head Start, Pre-Kindergarten, Early intervention to facilitate a smooth transition for both parents and students from these programs to Carbondale Area Elementary School by working collaboratively with these outside agencies.

4. The Carbondale Area School District will take the following actions to 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 include identifying 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)).

The District will use the findings of the 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)).

- Parents are surveyed annually, at the spring meeting, to determine whether parent engagement needs are being met effectively and appropriately through the implementation of the parent and family engagement programs. The results of the surveys are used to develop strategies for school improvement and to revise the district and school Parent and Family Engagement Policies. These results are also used in planning future parent workshops and meetings.
5. The Carbondale Area School District will involve parents and family members in the activities of the school, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members to adequately represent the needs of the population; revising; and reviewing the Parent and Family Engagement Policy (ESSA Section 1116 (a) (2) (F)).
    - Parents will be invited to review and revise the Parent and Family Engagement Policy at the annual spring meeting.

#### **Use of Funds**

6. The Carbondale Area School District will involve parents and family members in decisions about how the one percent set aside of Title I, Part A funds will be used to carry out activities and strategies consistent with the District's parent and family engagement policy.
  - Parents will have the opportunity to provide feedback on the one percent set aside of funds by surveying parents on the use of funds. During the Annual Title I meeting, the school will share the budget for parent and family engagement activities.

- 6a. These activities and strategies will include disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members (ESSA Section 1116 (3)(D)(iii)).
- The Carbondale Area School District will educate its teachers, paraprofessionals, personnel, principals and other school leaders in the value and utility of contributions of parents, and how to communicate with, and work with parents as equal partners by scheduling parent/teacher conferences; making phone calls home; encouraging parents to serve as volunteers, as appropriate; and providing literature and professional development opportunities addressing parent and family engagement.
- 6b. In addition, this will include engaging in other activities and strategies that the District determines are appropriate and consistent with the District's Parent and Family Engagement Policy (ESSA Section 1116 (a) (2) (D) (v)).
- The Carbondale Area School district will provide assistance to parents in understanding the following topics: the Pennsylvania Academic Standards; the State and local academic assessments; the requirements of Title I, Part A; and how to monitor their child's progress.

#### **Adoption**

This LEA's Parental and Family Engagement Policy has been developed jointly with, and agreed on with, parents of children attending the Carbondale Area Elementary School, as evidenced by this document and the sign-in sheet.

This policy was adopted by the **Carbondale Area School District** on **06/19/2017** and will be in effect for the period of the 2017-2018. The District will distribute this policy to all parents of children attending our school on or before September 1, 2017 by placing it in the Carbondale Area Elementary School handbook and on the school district website.