



**CARBONDALE AREA
SCHOOL DISTRICT**

**CARBONDALE AREA
ELEMENTARY SCHOOL**
103 Brooklyn Street
Carbondale, Pennsylvania 18407

Telephone: 844.330.2273

Web: www.carbondalearea.org

Fax: 570.282.3203

HOLLY W. SAYRE
Superintendent of Schools
MEG DUFFY
Principal
DR. COLLEEN SULLIVAN
Assistant Principal

Carbondale Area Elementary School

2023-2024 Federal-Title I. Parent, Family and Stakeholder Engagement Policy **September 14th, 2023**

Adoption and Implementation

During Back to School Night each year, all parents are given the opportunity to volunteer to be a part of the Parent-Title Committee. All Title I teachers inform their students' parents that this committee will meet to review the Family Engagement Policy and adjust the policy as needed. Parents/Stakeholders will be presented with the Family Engagement Policy during the Title I Back to School Night. All parents will be able to give their input to ensure that our school's Family Engagement Policy is as effective as possible.

Meetings

Meetings will occur on a continual basis throughout the school year. Meetings will be scheduled at various times to accommodate the schedules of all members. An annual meeting will be held within the first quarter of the school year. At this meeting:

- Parents will be informed of our school's participation as a Title I school.
- The rights and requirements for parents to be involved will be explained.
- All Title I Documents will be shared and reviewed

These meetings will provide all parents of Title I students with an opportunity to plan, review, and offer suggestions to improve the Title I program, including the Parent and Family Engagement Policy. Parents will be encouraged to request a meeting if needed to further engage the school in the continued development of the Title I program and continued student achievement of their child.

Distribution of Information

Parent Centers are located in the main foyer of our school.

Information about the Title I program is posted on our CA School Website.

Hard copies of information is made available at our Title I evening event.

School-Parent Compact

A school-parent compact will be jointly developed by the school. This compact will outline the shared responsibility of all involved for improved student academic achievement.

School's Responsibility (including but not limited to:)

- Provide high quality curriculum and learning materials
- Provide assistance in understanding academic achievement, standards, and assessments
- Provide ongoing opportunities for home-school collaboration through Parent-Teacher conferences, progress reports, report cards, and parent meetings

Parent's Responsibilities (including but not limited to:)

- Ensures child attends school regularly and shows a positive school behavior
- Reviews child's homework
- Attends Parent-Teacher conferences
- Parents have a right to know about the qualifications of the staff working with your child

Communication between the school and parent is paramount to a child's success at school. Communication will be continual and ongoing. Both parents and teachers are encouraged to use any and all forms of communication including:

- Phone calls
- Remind app
- Text
- Email
- Parent-teacher conferences
- School website
- Social media

On-Going Process

The Parent and Family Engagement Policy will be a living document that will be adjusted and updated on a yearly basis. Parents will be provided with the opportunity to continually review the policy and bring forth recommendations for improvements to the policy. Annual meetings will be held and all parents will be given the opportunity to volunteer to be part of the review process. Teachers will be provided with the policy and the opportunity to improve the policy. Teachers will be offered the opportunity to attend meetings with the Title I teachers, Title I parents, and school administrators to provide input on the Title I program. Teachers will also be provided with Professional

Development to educate them on how to further engage parents and families in a positive manner.

Distribution of Information

Our school will send home information in each family's home language when applicable to inform parents of what is happening in our Title I program. Opportunities to volunteer and be part of the process will be sent home to parents. Parents will be encouraged to participate and be involved. Meetings will be scheduled at different times to ensure that all parents have the opportunity to be involved in the process.