



Sulphur Bluff ISD
Title I Parent & Family Engagement Policy
2022-2023



Statement of Purpose

SBISD is committed to a lifelong learning process and is committed to providing quality education to meet the needs of the total student body. Every student will have the opportunity to be challenged, successful, and prepared for the future as a responsible and productive citizen.

SBISD believes that family support for students through awareness of social values, academics, and strengthening of family dynamics through family-school partnerships is critical to student success.

1. Development of Policy

The Elementary Secondary Education Act, which includes ESSA and Title I, requires that schools served under the federal program jointly develop with parents a written Parent & Family Engagement Policy. This policy shall be distributed to parents of participating children and agreed upon by the parents in an annual meeting that describes the requirements outlined in Title I law. Parents shall be notified of the policy in an understandable and uniform format and to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Review of policy by parents	Principal Title Teachers Parents	Sept.-Oct.	Sign in sheet
Provide written documents in the home language or provide for translation	Principal	Ongoing	Documents in English and home language, parent response

2. Annual Meeting

SBISD shall convene an annual meeting in which all parents of participating children shall be invited and encouraged to attend. The annual meeting will help inform parents of our school participation in the Title I program and explain the requirements of the Parent and Family Engagement Policy, along with the rights of the parents to be involved in the decision making processes of the school.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Title 1 Annual Meetings-Parents will be notified by letters sent home, FB, website in languages parents will understand	Principal Title I Teachers	September	Attendance roster, agenda, minutes of the meeting, documentation

Evaluation to discuss and gather data through questionnaires and surveys	Principal Title I Teachers Parents	May	Attendance roster, agenda, minutes of the meeting, documentation Data
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3. Flexible Meetings

SBISD will offer variable meeting times to accommodate parent schedules in order to encourage attendance and participation.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Parent Meetings will be offered at various times.	Principal Title I Teachers	A minimum of one parent meeting (same meeting offered at 2 different times) will be held each semester.	Attendance, updated documents that reflect decisions (i.e., Parent and Family Engagement Policy, Campus Continuous Improvement Plan, Comprehensive Needs Assessment), feedback from parents
Transportation, childcare, or home visits shall be offered when requested.	Principal Title Teachers	Ongoing	Parent sign in sheets.

4. Policy – Program Requirements

SBISD shall work together to involve parents in an organized, ongoing, and timely manner to jointly develop the Title I Parent and Family Engagement Policy. This will include the planning, review, and improvement of our local policy and establishing the expectations of our school-wide program plan.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Parents, staff and community members will be involved in the review and revision of the PFE twice a year.	Principal Title I Teachers PTO Parents Community members	September and April	Attendance, updated documents that reflect decisions (i.e., Parent and Family Engagement Policy), feedback from parents
Parents, staff and community members will be involved in the review and revision of the District Improvement Plan and the CNA.	Superintendent Principal Teachers Title I Teacher PTO Parents Community members	April	Attendance, updated documents that reflect decisions (i.e., Campus Continuous Improvement Plan, Comprehensive Needs Assessment), feedback from parents

5. Title I Programs & Curriculum

SBISD shall provide parents of participating children:

- o Timely information about Title I programs
- o Description of explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards.
- o If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Meet the Teacher (Intro of TRS as curriculum)	Superintendent Principal Teachers	August	Sign in sheet Agenda
Title I Meetings	Principal Teachers	Ongoing	Meeting Agendas, Meeting Minutes, Attendance Rosters
Title I Compacts Sent Home	Principal	August	Title 1 letters signed and returned by parents.
Parent/Teacher Conferences w/ Compacts	Teachers	September end of year	Conference Logs, Conference Minutes

6. District Improvement Plan

SBISD shall provide participating children's parents an opportunity to submit any parent comments when the school reviews the available plan in an effort to build capacity, increase effectiveness of family engagement activities, and improve student and school performance. The DIP will help the district coordinate and integrate family strategies with other relevant Federal, State and local initiatives and programs. Evaluation of plans and policies will be conducted annually to identify areas of need and ways to reduce barriers to participation and support.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
District Improvement Plan will be presented to and developed by the Site-Based Committee in the Fall. Annual evaluation in the Spring.	Superintendent Principal Site Based Committee	October/April	Sign in sheet Documentation of comments and meeting minutes.

7. Parental Resources & Actions

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement SBISD shall:

- a) Provide assistance to parents of children served by the school, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, and requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Family Fun Nights	Assistant Principal, Parent Liaison	Each semester	Attendance, parent feedback, student achievement, meeting handouts
Newsletters & Monthly Calendars	Principal Teachers	Ongoing	Documents sent home.
Variety of communication techniques to address state's curricular and assessment expectations	Principal Teacher	August-May	Classroom & school newsletters, school website, Parent/Teacher Conferences, IEP meetings, PTO meetings, individual calls home, Family Fun Nights, Surveys, Meet the Teacher, Open House, Progress Reports, Report Cards, Benchmark results, fluency scores
Gradebook for parents	PEIMS Director Principal Parents	Ongoing	Documentation of information sent home to parents regarding grading portals.

- b) Provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Family Fun Nights	Assistant Principal, Parent Liaison	Each semester	Attendance, parent feedback, student achievement, meeting handouts
Newsletters & Monthly Calendars	Principal Teachers	Ongoing	Documents sent home.
Variety of communication techniques to address state's curricular and assessment expectations	Principal Teacher	August-May	Classroom & school newsletters, school website, Parent/Teacher Conferences, IEP Meetings, PTO Meetings, Individual calls home, Family Fun Nights, Surveys, Meet the Teacher, Open House, Progress Reports, Report Cards, Benchmark results, fluency scores,

- c) Educate teachers, specialized instructional support personnel, principals, and other school leaders & 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.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Conduct staff meetings with parent and community involvement benefits.	Principal, Teachers, Parents	Ongoing	Attendance, agendas

- d) SBISD will coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs that encourage and support parents in more fully participating in the education of their children with feasible.

Activity/Task	Staff Responsible	Timeline	Accountability/Evaluations
Conduct Family Night	Principal, Teacher	Each semester	Attendance rosters, handouts, pictures, feedback from attendees

8. School-Parent Compact

As a component of the school-level parental involvement policy, each school shall jointly develop, with parents for all children under this part, a school-parent-student compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. The school-parent-student compact is a separate document, which will be developed in collaboration with parents. The compact will:

- o Be revised annually by staff and parents.
- o Describe responsibilities of parents, students, and school personnel to improve student performance.
- o Describe the schools' responsibilities to provide high quality curriculum and instruction in a supportive and effective learning environment.
- o Include ways in which parents shall be responsible for supporting student learning.
- o Outline student responsibilities in support of education and character development.
- o Address the importance of establishing ongoing communication between school and parents (i.e., conferences, progress reports, and access to staff).
- o SBISD will include the scheduling of parent/teacher conferences to examine the components of the compact to increase student achievement.