

Innovative School Parent and Family Engagement Policy Guide to Quality

Schools may use the guide below to identify the requirements for the school parent and family engagement policy and match these requirements with the sample policy provided in the following section. The numbers on the guide to quality (1A-9) correspond to the numbers on the sample policies. Title I, Section 1116 of the Every Student Succeeds Act (ESSA) requires that each school receiving Title I, Part A funds jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy. Therefore, schools are encouraged to use this guide with the sample policies, in meaningful consultation with families, to develop, revise, and review annually a school parent and family engagement policy that will establish the expectations for family engagement and strengthen student academic achievement.

	Does the school parent and family engagement policy:	Section of Title I law:	To make the policy more effective:
Jointly Developed	1A - Describe the purpose of the parent and family engagement policy along with information about the Title I program.	1116(b)(1)	Provide a brief overview of Title I and its purpose as well as what is included in the district parent and family engagement policy.
	1B - Describe how parents and family members will be involved in the development of the school parent and family engagement policy.	1116(b)(1)	Ensure all families have the opportunity to provide input on the school parent and family engagement policy by providing several attempts and ways for families to provide feedback.
Parent Input	2A - Describe how parents and family members will be involved in the planning, review, and improvement of parent and family engagement programs.	1116(c)(3)	Develop multiple opportunities throughout the year for families to provide feedback and suggestions.
	2B - Describe how the school will provide families with the opportunity for regular meetings to formulate suggestions and participate in decision-making regarding their child's education	1116(c)(3) 1116(c)(4)(C)	Provide parents with multiple opportunities to provide suggestions and participate in decision-making.
	2C - Describe how parents will be involved in the development of the school improvement plan.	1116(c)(3)	List the specific opportunities that exist for families to provide input on the school improvement plan.
Annual Title I Meeting	3 - Describe how the school will convene an annual meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' right to be involved.	1116(c)(1)	Describe how the school will offer a flexible number of Title I Annual Parent Meetings at various times and in varying formats.

Communications	4A -Describe how the school will notify parents and family of the parent and family engagement policy in an understandable format.	1116(c)(4)(A)	Describe the various methods the school will use to communicate information with parents
	4B - Describe how the school will provide parents with timely information about Title I programs.	1116(c)(4)(A)	Describe the various methods the school will use to communicate information with parents
	4C - Describe how the school will offer parents a flexible number of meetings and transportation, child care, or home visits.	1116(c)(2)	Describe how the school will offer multiple meetings at convenient times for parents to increase participation
School-Parent Compact	5 - Describe the process the schools will follow to jointly develop with parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved academic achievement.	1116(d)	Work with families to evaluate commitments and determine how successful each party was throughout the school year in honoring the compact.
Family Friendly	6 - Ensure that the format and language of the policy are family-friendly.	1116(f) 1116(b)(1)	Describe how district reports, letters, information, and materials will be available in a format and language that all parents can understand.
Building Capacity	7A - Describe how the school will build families' capacity for strong family engagement.	1116(e)	Describe the various ways the district will implement procedures to build the schools' and families' capacity.
	7B - Describe how the school will provide assistance to parents in understanding the achievement levels of the challenging State academic standards, state and local academic assessments and alternate assessments, Title I requirements, and how to monitor their child's progress and work with educators.	1116(e)(1) 1116(c)(4)(B)	Provide grade-level educational workshops designed to help parents understand the corresponding subjects, assessments, and requirements.
	7C - Describe how the district will provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology.	1116(e)(2)	Create regularly scheduled, at least quarterly, staff development classes highlighting different ways that the school, families, and students can work together to obtain goals.

	7D - Describe how the school will educate teachers, specialized instructional support personnel, principals, and other school leaders and other staff, with the assistance of families, in the value and utility of contributions of families, 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.	1116(e)(3)	Coordinate with the corresponding organizations to strengthen communication and enhance potential opportunities for parent and family engagement, including providing information and resources to support school orientation for families and students to assist in successful student transitions to school.
	7E - Describe how the school will coordinate and integrate family engagement programs 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.	1116(e)(4)	Coordinate with the corresponding organizations to strengthen communication and enhance potential opportunities for family engagement, including providing information and resources to support school orientation for parents and students to assist in successful student transitions to school.
	7F - Describe how the school will ensure that information related to school and parent programs, meetings, and other activities is sent to the families of participating children in a format and, to the extent practicable, in a language the parents can understand.	1116(e)(5)	Provide all parents with materials, correspondence, and information in appropriate languages, according to the school population, and a format that is family-friendly.
	7G - Describe how the school will provide other reasonable support for family engagement activities under this section as parents may request.	1116(e)(14)	Utilize the discretionary items described in Section 1116 to develop strategies to improve parent and family engagement. Provide opportunities for parents to request additional support and offer input on the improvement of parent and family engagement programs.
Measures of Effectiveness	8 - Describe the strategies, activities, and information that the school will provide to support a strong partnership between the school, families, and the community to improve student academic achievement.	This is a best practice and not required.	Provide parents with resources and assistance based on the school's needs assessment and parent input. Develop multiple opportunities for parents to receive information and to be engaged in the child's education.