



## **Crystal City Independent School District**

### **Title I, Part A Program Family Engagement Policy**

The Crystal City Independent School District is committed to fostering and promoting parent and community engagement as required in Title I, Part A, Section 1118. To accomplish this goal, our schools will involve parents and community members in the development of the district's Family Engagement Policy and the process of school review and improvement through the following types of involvement activities:

- Family engagement group meetings
- Conducting parent surveys
- Consultation
- Frequently scheduled parent meetings
- Conferences
- School improvement meetings

**Goal 1: Crystal City ISD will foster effective family engagement strategies and support partnerships among schools to include teachers, administrators, and support staff, parents, and the community to improve student achievement.**

#### *Strategies for reaching goal*

1. Jointly develop the district Family Engagement Policy with input from parents and community members and provide a copy of the plan to all parents at the beginning of the school year at registration or by direct mail. The plan will be posted on the district's web site.
2. Involve parents in the joint development with district personnel of the Schoolwide Plan (District Improvement Plan) and, if necessary the School Improvement Plan, and in the evaluation of the effectiveness of those plans as required by PL107-110, Section 1118 (a)(2)(A).
3. Hold an annual meeting at each campus in the fall to advise parents about the schoolwide Title I, Part A Program, its requirements, and their right to participate in development of the Family Engagement Policy.
4. Reserve of a minimum of 1% of the Title I, Part A allocation for parental engagement, with 95% going to Title I, Part A schools. The use of these funds will be determined by staff and parents through a needs assessment.
5. Coordinate parental engagement activities with those of other programs such as Head Start, Bilingual, Migrant, Special Education, Family Service Association, Southwest Texas Junior College, TRIO and Upward Bound through joint trainings, family activities, and shared events.

6. Establish liaison at each of the Title I, Part A schools at the beginning of the school year to provide on-going coordination, technical assistance, and other support to the campuses in the planning and implementation of family activities to improve student academic achievement.
7. Conduct an annual spring review of the effectiveness of the family engagement policy including the identification of barriers that limit parent participation.
8. By October of the current year, organize a district parent advisory committee (DPAC) to create and/or review the family engagement policy and implement family activities throughout the school year.
9. Ensure that all parents, including the parents of children with disabilities or limited English proficiency, have the same access as other parents to information in a language and form they can understand by providing translations and translators to ensure their participation in decision-making groups.

**Goal 2: The district will provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective family engagement.**

*Strategies for reaching goal*

1. Collect monthly parent involvement activity logs with documentation from each campus.
2. Provide materials and training to assist parents in supporting their child's academic achievement both at home and at school through campus meetings, newsletters, conferences, take-home sample student learning packets, and informational presentations at each campus throughout the year. Also, the school will provide parent portals for Naviance (grades 6th-12th), Renaissance (Grades K-12<sup>th</sup>), Grade Book (PK-12<sup>th</sup>), Family Learning Nights, DISTRICT IMPACT Parent-Student Conference, and academic evenings to strengthen home-school learning connections.
3. Enhance the awareness and skills of teachers, pupil services personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners by providing training yearly with input from parents in family engagement topics at the beginning of the school year.
4. Ensure, to the extent possible, that information is sent home in a language and in a reader friendly format parents will understand.
5. Provide information on adult literacy training available in the community and partner with those providers to establish a contact person to make referrals client friendly.
6. Provide a copy of the school policy to each parent. The policy will be disseminated in multiple ways: printed in the student handbook, posted on the district website, passed out at registration or during Title I Parent meetings or sent by direct mail.

7. Monitor each Title I, Part A school through the collection of agendas, sign-ins, and meeting minutes to ensure that each school performs the following tasks:
  - a. Develops a family engagement policy in conjunction with parent in-put.
  - b. Offers flexible meeting times.
  - c. Provides information to parents about the school's programs, including parent information guides.
  - d. Develops and uses a School–Parent Compact.
  - e. Provides training for parents in working with their child(ren) to improve academic achievement, to include training on the school's grade book system in order to have real–time access to their child's attendance and achievement.
8. Reinforce parenting skills by providing training through such programs as *Middle Way* to support the acquisition of academic skills and their application in real–life situations for parent use.
9. Encourage parents to visit/volunteer at school by assisting staff in developing volunteer opportunities that are "a good fit" for our parents as well as training staff to encourage and build volunteer efforts.
10. Encourage parent participation through innovative scheduling of activities such as holding meetings at a variety of times in order to maximize the opportunities for parents to participate in school–related activities.

**Goal 3: The district will build the school's capacity for strong family engagement.**

*Strategies for reaching goal*

1. Provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A through Title I, Part A Meetings, website, and campus and district PACs.
2. Provide assistance to parents and community members in understanding topics such as the following:
  - the State's academic content standards
  - the State's student academic achievement standards
  - the state and local academic assessments including alternative assessments
  - the requirements of Title I, Part A
  - how to monitor their child's progress
  - how to work with educators
3. Coordinate with the campus Parent Liaisons and groups such as the PTO and CPACS to assist in the development of parent engagement groups at each school.

4. Encourage the formation of partnerships between schools and local businesses through networking meetings.
5. Provide training and resources for parents to learn about child development, child rearing practices, and academic strategies that are designed to help parents become full partners in the education of their child.
6. Involve parents through an annual survey to improve school effectiveness.
7. Approve reasonable and necessary expenses associated with family engagement activities such as childcare and materials.
8. Provide any reasonable support for family engagement at the request of participating Title I, Part A parents.

**Goal 4: The district will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the family policy as it relates to strategies for increasing parental participation and identifying barriers to greater parent participation.**

*Strategies for reaching goal*

1. Survey parents annually, including questions to identify barriers to family engagement. Surveys will be conducted during Report Card Nights, through mail-outs, and/or on-line through Survey Monkey.
2. Provide an opportunity for parents and community to assist in the development of the evaluation procedures, including analysis of data collected.
3. Develop procedures for collecting parent and community participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year. Semi annual reports will be made to the School Board.
4. Use findings from evaluation process to
  - Make recommendations to each participating school for family engagement policy revisions including strategies for eliminating or reducing barriers to parent participation.
  - Provide suggestions for designing school improvement policies, as they relate to family engagement.
5. Develop and disseminate an annual parent and community activity evaluation report to share with parents, staff, and the community through various venues such as the website, newsletters, and social media.

**Adoption:**

This district-wide Family Engagement Policy has been revised jointly with, and agreed upon, by parents of children participating in Title I, Part A, Program and community members as evidenced by the minutes of the District Parent Advisory Council of 2017-18 dated 10-16-17.