



# THE SCHOOL DISTRICT OF PHILADELPHIA

## *John B Stetson Middle School* **Parent and Family Engagement Policy**

*School Year 2023-24*

*Revision Date:*

*4/20/23*

In support of strengthening student academic achievement, John B Stetson Middle School receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

**John B Stetson Middle School agrees to implement the following requirements as outlined by Section 1116:**

Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).

-Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.

-Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.

-If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

-Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT  
REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

**Section A: JOINTLY DEVELOPED**

John B Stetson Middle School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

*During the Winter and Spring Title I parental input meetings, parents will have the opportunity to learn about the Title I programs, the schoolwide plan and budget. Parents will also be given the opportunity to review and update the parent policies. During the monthly Student Advisory Council (SAC) meetings, parents will continue to be involved and review all Title I requirements. Parent surveys will be used to provide support on how the school can improve their parent engagement based on the parent survey responses. This year the Spring Title I meeting was held on 4/20/23.*

**Section B: ANNUAL TITLE I MEETING**

John B Stetson Middle School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

*The annual Title I meeting occurs in the Fall 2023, during Back to School Night. At this time, the principal or designee will share information about the requirements of Title I part A, Parent Rights to Know, state and local assessments including the PSSAs, school curriculum, how to work with educators and to track student progress. The Parent and Family Engagement Policy and School Compact is also distributed to the parents during this meeting. Parents are invited to join the SAC committee.*

**Section C: COMMUNICATIONS**

John B Stetson Middle School will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

*Provide all communication in parents/guardians main language.  
Robo calls, text messages, and emails  
Flyers  
School Monthly Calendars  
Class Dojo postings  
School Newsletter  
School Website  
Email  
Google Classroom*

**Section D: SCHOOL-PARENT COMPACT**

John B Stetson Middle School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

*Throughout the school year, parents will be invited to review and update the School Parent Compact during the SAC meetings and the Title I Spring meeting. On 4/20/23, parents were invited to the auditorium to jointly develop the School Compact and the Family and Engagement Policy. Parents provided feedback to create this year's policy.*

#### **Section E: RESERVATION OF FUNDS**

If applicable, John B Stetson Middle School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

*Utilizing the feedback from parents/guardians at the Winter Title I meeting held on 1/26/23 the school will consider suggestions made by parents, to spend the 1% Parent Involvement set-aside. During the Spring Title I meeting held on 4/20/23 parents made suggestions about potential purchases. Final decisions will be made in the Fall of 2023.*

#### **Section F: COORDINATION OF SERVICES**

John B Stetson Middle School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities 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 by:

*Parent Portal  
Parent workshops  
Parent resource room at PSD  
Robo Calls, text messages, emails  
School Website - Instagram, Dojo, Google Classroom*

#### **Section G: BUILDING CAPACITY OF PARENTS**

John B Stetson Middle School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The challenging State's academic standards
  - The State and local academic assessments including alternate assessments
  - The requirements of Title I, Part A
  - How to monitor their child's progress
  - How to work with educators to improve the achievement of their child

*In the Fall, during Back to School Night, the principal or their designee will provide information to parents about Title I programs, Title I, Part A., state and local assessments, and how to work with educators. Parent/guardian workshops help to foster positive family engagement. Interim reports and Report Card Conferences to provide parents with updates on their child's progress. Helping parents with the sign ups and navigation of The Parent Portal. Fall, Winter, and Summer literacy and math materials and resources to support learning at home.*

#### **Section H: BUILDING CAPACITY OF SCHOOL STAFF**

John B Stetson Middle School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other 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 by:

*During the Professional Development days, teachers and staff will learn how to effectively communicate with parents and guardians. Parent surveys will be distributed in the fall to capture the needs of parents. The data will be shared with teachers during a designated Professional Development day.*

John B Stetson Middle School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

*Open communication among teachers and parents/guardians.  
Utilized the Bilingual Counseling Assistant (BCA) and Language Line to communicate with families who speak a language other than English  
Provide translated materials and messages.  
Involve more community members, parent volunteers, and stakeholders within the community.*

Principal's Signature

**Thomas E. Mullin**

Date Signed

June 2, 2023

