



**Gloria Cazares Elementary School**  
**800 E Ontario Street, Philadelphia, PA 19134**

**Parent and Family Engagement Policy**

***School Year 2022-2023***

***Revision Date: 4/27/22***

In support of strengthening student academic achievement, Casarez 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).

The Casarez 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 school-wide 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 school-wide 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**

Casarez 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.

- Winter & Spring Title I Parental Input meetings
- SAC Meetings and Surveys
- Monthly 2<sup>nd</sup> Cup of Coffee Meetings with Principal
- Weekly Parent Town Halls

### **Section B: ANNUAL TITLE I MEETING**

Casarez 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 school-wide plan, and the school-parent compact.

Parents and families are invited to an Annual Title I meeting held in the Fall during the first 2<sup>nd</sup> Cup of Coffee Principal Meeting. School leadership will discuss the Title I program, parent rights, Title I requirements, how to monitor your child's progress, working with educators and the schoolwide plan and curriculum. Title I surveys are distributed to obtain parent feedback and input for review with staff. The meeting will be announced on the school calendar, a robocall will be made and a flyer will be sent home.

### **Section C: COMMUNICATIONS**

Casarez 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.

- *Bilingual Spanish/English* Monthly Parent Calendars
- School Website
- Social Media: Twitter, Facebook & Instagram
- Bilingual Spanish/English Homework Packets
- Class DoJo
- Parent Portal
- Monthly Phone Calls/Good Notes Home (and more often if needed)
- School & District Flyers
- Back to School Night



- Literacy, Math and PBIS Family Fun Nights
- Quarterly Newsletter
- Weekly Parent Town Halls
- Cultural family night
- Family job fair
- Clothing Giveaway
- Spring and Fall Community Fair
- Open House
- Parenting Circles with Esperanza Health Center

#### **Section D: SCHOOL-PARENT COMPACT**

Casarez 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.

- Winter & Spring Title I Parental Input meetings
- SAC Meetings and Surveys
- Monthly 2<sup>nd</sup> Cup of Coffee Meetings with Principal
- Weekly Parent Town Halls
- CEA (Community Engagement Academy)

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

Casarez 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:

Parents will be invited to the Winter Title I budget meeting to discuss how to budget the Title I funds, specifically the 1% parent involvement set aside funds, for the 2022-2023 school year. This year, the meeting was held on **January 25, 2023**.

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

Casarez 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:

- FACE Parent Liaison at Casarez
- FACE Office
- Bilingual Counselor Assistant Spanish/English Language Supports
- PAFA Art Lessons
- 8-week Community Engagement Academy
  - City and Non-City services can also be provided virtually
  - Ongoing throughout the school year based on need/requests



- o Service learning community projects
- KenKrest PreSchool

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

Casarez 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:

1. 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
2. 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
3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - a) The challenging State's academic standards
  - b) The State and local academic assessments including alternate assessments
  - c) The requirements of Title I, Part A
  - d) How to monitor their child's progress
  - e) How to work with educators to improve the achievement of their child
    - 2<sup>nd</sup> Cup of Coffee Meeting included Literacy & Art Workshops
    - Kindergarten Open House
    - Kindergarten- FriendsGiving (bring your favorite ethnic dish to share during lunch)
    - School Selection Process
    - 2<sup>nd</sup> Cup of Coffee Meeting with Principal
    - PBIS & Back to School Night
    - Quarterly Literacy, Math Family Fun Nights
    - Annual (Fall) Title I meeting to discuss topics a-e above
    - Winter Title I Meeting
    - Spring Title I Meeting
    - After School Martial Arts learning
    - Parent Workshops to support student achievement at home

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

Casarez 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:



- Results from a parent survey will be reviewed with staff during a professional development day in the Fall or Winter as part of a staff PD on how to develop more effective parent communication and engagement.
- Professional Learning Community discussions on working with parents as equal partners.

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

- After School Activities (Zhang Sah Martial Arts)
- The Food Trust (fresh produce stands for families)
- Playworks Sports

**PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS**

- Literacy Workshops during 2<sup>nd</sup> Cup of Coffee Meetings
- Community Resources during Report Card Conferences
- Community Engagement Academy (CEA)

**Parent Meetings in the school year 2022-2023**

8/26/22	Open House (12:00 - 2:45)
9/15/22	Community Fair/Back to School Night (4:00 - 6:00)
10/26/22	2nd Cup of Coffee (8:45 - 10:00)
11/23/22	Fall / SACTitle I Meeting
12/21/22	2nd Cup of Coffee
1/25/23	Winter Title I Meeting
2/22/23	SAC Meeting
3/29/23	2nd Cup of Coffee
4/26/23	Spring Title I
5/31/23	SAC Meeting



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Principal Signature

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Date