



# THE SCHOOL DISTRICT OF PHILADELPHIA

## *James Dobson School* **Parent and Family Engagement Policy**

*School Year 2023-2024*

*Revision Date:*

**03/30/2023**

In support of strengthening student academic achievement, James Dobson 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).

### **James Dobson 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**

James Dobson 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.

*Dobson School held the Spring Title I Parent meeting on March 30, 2023. The Parent and Family Engagement Policy and School Parent Compact was reviewed in order to receive input from parents regarding each section. Parents will be invited to provide feedback for next year's policies during the Spring Title I meeting. Parents and families can also provide input via the parent survey.*

**Section B: ANNUAL TITLE I MEETING**

James Dobson 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 will be held during Back to School Night in September 2023. All families are invited and encouraged to attend. 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.*

**Section C: COMMUNICATIONS**

James Dobson 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.

- Parent Meetings will be held throughout the school year with the principal and/or staff; times and places will vary in order to make the meetings as accessible as possible. Meetings will be held on different days of the week and at different times to accommodate different schedules. The school always makes sure parents are aware that their students are welcome to attend any meeting. Staff is also on hand to provide academic activities to the students during the meetings.*
- The school communicates about events through the monthly calendar, robo-calls, monthly SAC meetings, class dojo, flyers posted and sent home, and the Student Agenda/Communication folders.*
- Any information is translated for parents when needed.*
- The school will administer surveys to elicit family feedback and hear their perspective so that the school can use that information to inform decision-making around key issues on their mind.*
- Utilize all platforms for communication to disseminate information, such as Dojo, Google Classroom, Facebook, school website, Instagram, robo-calls, and flyers.*
- Phone calls and emails will be made to parents regarding multiple absences and /or lateness.*
- The school has an open-door policy for parents to come to the school to discuss concerns.*
- Dedicated group of staff to conduct parent outreach.*

**Section D: SCHOOL-PARENT COMPACT**

James Dobson 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.

*Dobson School held our Spring Title I Parent meeting on March 30, 2023. We reviewed the Parent and Family Engagement Policy and School Parent Compact in order to receive input from parents regarding each section. Parents will be invited to provide feedback for next year's policies during our Spring Title I meeting. Parents and families can also provide input via the parent survey.*

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

If applicable, James Dobson 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 are invited to provide feedback on the budget and needs/priorities at the Winter Title I meeting. This year's Winter Title I meeting was held on January 31, 2023. Parents discussed the overall budget and provided input on how to spend the 1 % set aside for parental engagement funds.*

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

James Dobson 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:

- *Parents can access internet/computers in the Main Office and the technology lab in 306.*
- *Bookcase with parent resources is located on the first floor outside of the Auditorium on the first floor.*
- *Dobson partners with Northern Homes and Northlight Community Center to provide community support to families.*
- *Dobson school hosts an annual Kindergarten open house and orientation. During this time we also host a Building Bridges Transition Plan meeting and invite all the local Pre-K programs in our area to attend.*
- *Education about online platforms where information can be accessed. Making parents aware they can learn about school events/activities from Dojo, Facebook, etc, and ensuring they know where/how to access that information.*

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

James Dobson 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
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- During the Back to School Night/Annual Title I meeting in the Fall, the following Title I requirements are presented and discussed with the parents: how to monitor your child's progress, curriculum, how to work with educators, and PA Common Core standards and student achievement on the state PSSA.
- The School Performance Profile will be discussed during the November Meeting of the Home and School.
- Informational flyers will be sent home prior to any local or state academic assessments with a description of the type of test along with dates and times the test will be administered.
- Interim reports will be sent home to keep parents up-to-date with grades. All students will be taught how to access the school net system to review grades. Parents will be given the opportunity to use laptops during parent conferences to review school net. Technology Lead teacher will provide support to parents in need of accessing school net.
- The school will host annual or semi-annual workshops to build parent capacity for supporting their child at home.
- The school remains committed to providing learning material for families at home through its I-Book initiative.
- Regular meetings and engagement with stakeholder groups, including the Home & School Association and Friends of Dobson.

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

James Dobson 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:

- Staff will be trained on parent communication during a PD half day in the Fall. The results of the parent survey will inform the discussion.
- Staff will collaborate to administer surveys to assess family needs, interests, and opportunities to engage the school while giving families a platform to offer feedback to the school.
- The principal will work with staff to review appropriate parental engagement and communications at staff meetings and during small group learning community meetings.
- Staff will be trained to show sensitivity towards various cultures by a school counselor.

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

- SAC Team Member
- Opportunities to connect with other parents (i.e. HSA)
- Volunteer Opportunities
- Classroom Chaperones

**Principal's Signature**

***Khloe Williams-Lawani***

**Date Signed**

**3/30/23**