



2023-24 Title I, Part A School-Level Parent and Family Engagement Policy

Belle Haven Elementary School, with parents and family members, has jointly developed, mutually agreed upon, and distributed to, parents and family members of participating children in Title I, Part A programs the following requirements as outlined in ESSA sections 1116(b) and (c).

Describe how parents and family members of participating children in Title I, Part A programs are involved in jointly developing, distributing to, a written school parent and family engagement policy, agreed upon by such parents for carrying out the requirements in ESSA Section 1116(c) through (f) (ESSA Section 1116[b][1]):

Parents will jointly develop the family engagement policy through the School Site Council meetings. Information will be distributed through Parent Square messages, and teacher communication.

Describe how parents and family members of participating children in Title I, Part A programs, may amend a parent and family engagement school policy that applies to all parents and family members, if necessary, to meet the requirements (ESSA Section 1116[b][2]):

Parents are welcome to attend SSC meetings to discuss and amend the policy if needed. Parents can also contact the principal (Masuda) through parent square or email to bring up policy concerns.

Describe how the Local Educational Agency (LEA) involved has a school district-level parent and family engagement policy that applies to all parents and family members in all schools served by the LEA, and how the LEA may amend that policy, if necessary to meet the requirements (ESSA Section 1116[b][3]):

Ravenswood's district-level parent and family engagement policy is developed and approved by the DAC/DELAC. All families are invited to attend DAC/DELAC meetings and provide feedback.

Describe how parents and family members of children participating in Title I, Part A programs can, if they find that the plan under ESSA Section 1112 is not satisfactory to the parents and family members, and the LEA shall submit the parent comments with the plan when the LEA submits the plan to the State (ESSA Section 1116[b][4]):

Parents can contact school and district staff through Parent Square, can email Principal Masuda, and attend SSC/ELAC meetings. If there are any parent comments that reflect that the program is

not satisfactory, Ravenswood City School District will collect documentation and submit this to the State.

Describe how the school served by Title I, Part A funds holds an annual meeting, at a convenient time, to which all parents and family members of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A and to explain the requirements and the rights of the parents to be involved (ESSA Section 1116[c][1]):

This meeting is held during one of the SSC/ELAC meetings near the beginning of the school year. All families are invited to attend this meeting to hear about Title I Part A, and are also invited to all SSC/ELAC meetings to hear what is happening around the school and provide feedback. The school also offers a range of engagement meetings at convenient times for families, such as meetings in the morning or evening.

Describe the steps that the school takes to offer a flexible number of meetings, such as meetings in the morning, afternoon, evening or other ways and may provide, with funds provided under Title I, Part A, for transportation, child care, or home visits, as such services relate to parental involvement (ESSA Section 1116[c][2]):

The content covered in the annual Title I meeting is also available via email or by communicating with Principal Masuda. The school attempts to reach as many people as possible, through many communication methods, and staff attempt to find out when the best time for meetings and gatherings are, for most people.

Describe how parents and family members of participating children are involved, and 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 schoolwide program plan under ESSA Section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children (ESSA Section 1116[c][3]):

Parents and family members are able to review last year's SPSA and discuss what worked, and what actions might need improving. Everyone is encouraged to share their concerns, opinions, and suggestion about how Title I Part A funds should be spent, how other resources should be allocated, and how actions should be implemented moving forward. Parents and family members will continue to provide feedback on areas of strength and improvement on school goals and actions as identified in its School Plans for Student Achievement (SPSA). Parent and family member feedback is also gathered at school meetings/forums and combined SSC/ELAC meetings.

Describe how the school is providing parents and family members of participating children of Title I, Part A programs: timely information about programs under Title I, Part A; a description and

explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible (ESSA sections 1116[c][4][A-C]:

Information about these topics and the school is generally provided through the Back to School Night presentation, a schoolwide calendar and newsletter, the school website, and through communications via ParentSquare. At parent-teacher conferences, assessment information on student academic progress and grade level standards are shared with parents. Student progress in relation to state and local standards will also be explained to parents, including the curriculum being used, grade-level expectations for proficiency, data reporting for state and local assessments, and available interventions in reading, ELA and mathematics for students needing assistance.

Describe how the schoolwide program plan, ESSA Section 1114(b), is not satisfactory to the parents of participating children in Title I, Part A programs, submitting any parent comments on the plan when the school makes the plan available to the LEA (ESSA Section 1116[c][5]):

Parents may provide comments and feedback at any SSC/ELAC meeting, through email, ParentSquare communications, or by requesting that other parents share their concerns through these methods. Any comments that reflect that the program is not satisfactory will be documented and submitted to the LEA.

Belle Haven Elementary School’s Title I, Part A School Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs on 9/15/22. The School will distribute the policy to all parents and family members of participating Title I, Part A students annually on or before 10/31/22.

Signatures

Name	Title	Signature	Date
Michelle Masuda Lee	<i>Principal</i>	<i>approved via zoom</i>	Sep 28
Guadalupe Maciel	<i>SSC/ELAC Parent Representative to the DAC/DELAC</i>	<i>approved via zoom</i>	Sep 28

Template obtained from the California Department of Education, April 2020

This document is also translated into Spanish and distributed to families - additional copies are available from the school office on request