

Port Neches-Groves Independent School District

Parent and Family Engagement Policy

2016-2017

PURPOSE

Port Neches-Groves independent School District is committed to a tradition of excellence in education. The combined efforts of the students, staff, parents, and community will provide a safe learning environment that empowers all students to pursue lifelong learning and become responsible, productive citizens. Therefore, Port Neches-Groves ISD will maximize its resources to enable each child to become a successful learner. School and home must work together to realize higher student achievement. On-going, two-way, meaningful communication will occur to facilitate mutual understanding and to stimulate student success. Port Neches-Groves ISD is committed to the success of students and will make every effort to include parents in the development, evaluation, and revision of the Title I program and Parent and Family Engagement Policy to provide excellence in education.

PART I: GENERAL EXPECTATIONS

The Port Neches-Groves ISD agrees to implement the following statutory requirements:

1. The school district will put into operation programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
2. Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
3. The school district will incorporate this district-wide parent and family engagement policy into its LEA plan developed under section 1112 of the ESEA.
4. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities 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 ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable in a language parents understand.
5. If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
6. The school district will involve 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, and will ensure that not less than 95% percent of the one percent reserved goes directly to the schools.

7. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools 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) That parents play an integral role in assisting their children's learning.*
- (b) That parents are encouraged to be actively involved in their children's education at school*
- (c) That parents are full partners in their children's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children*
- (d) That other activities, such as those described in section 1118 of the ESEA, are carried out.*

8. The school district will inform parents and parent organizations of the purpose and existence of the Parental Information and Resource Centers (PIRC) in Texas (<http://www.nationalpirc.org/directory/TX.html>)

PART II: DISTRICT WIDE PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

1. The Port Neches-Groves ISD will take the following actions to involve parents in the joint development of its district-wide parent and family engagement plan under section 1112 of the ESEA:
 - District Title I Parent Committee will meet four (4) times a year. Meeting dates and times will be set that accommodate parent committee members.
 - The District Title I Parent Committee, under the direction of the Assistant Superintendent for Curriculum and Instruction/Technology, will yearly revise the District Parent and Family Engagement Policy.
 - The first meeting of the year will include the task of revising the District Policy.
 - The final meeting of the year will include the task of evaluating the District Policy.
2. The Port Neches-Groves ISD will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - Parents on the District Title I Committee will receive formal training on the purpose of Title I, Part A, and how it relates to the District's Title campuses.
 - Parents will participate on Campus Improvement Committees and the District Improvement Committee.
 - Campuses receiving Title funds will involve parents in a campus Title I committee.

- Campuses will promote active PTA organizations.
3. The Port Neches-Groves ISD will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance.
 - Coordination, technical assistance and other Title I, Part A, support will be provided by the Office of the Assistant Superintendent for Curriculum and Instruction/Technology along with the appropriate Curriculum Coordinators.
 - The District will provide a Parent and Family Engagement district website that provides pertinent District Parent and Family Engagement Information, provides hyperlinks to campus Parent and Family Engagement web pages, and provides for parental input via e-mail to the Assistant Superintendent for Curriculum and Instruction/Technology.
 - Title I campuses will maintain a Title I Parent and Family Engagement website.
 4. The Port Neches-Groves ISD will coordinate and integrate parent and family engagement strategies in Part A with parent and family engagement strategies under the following other programs: PreK, PPCD, private preschool programs.
 - The Assistant Superintendent for Curriculum and Instruction/Technology, Curriculum Coordinators, and Title I campus principals will coordinate and support all district and campus parent and family engagement activities.
 - District and campus parent and family engagement activities are encouraged to be posted on the district web calendar accessible to parents.
 - District Kindergarten Roundup activities will be coordinated with the district's PreK and PPCD programs as well as area day cares and preschool programs.
 5. The Port Neches-Groves ISD will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise, if necessary (and with the involvement of parents) its parent and family engagement policies.

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Parental Role	Accountability/Evaluations (How success will be measured)
Parent and Family Engagement Survey provided in English and Spanish	Assistant Superintendent for Curriculum & Instruction/Technology Campus Principals	Yearly	Complete parental surveys	Results will be compiled and shared with campuses for the purpose of program evaluation. Results will also be shared with the District Title I Parent Committee.

6. The Port Neches-Groves ISD will build the schools' and parent's capacity for strong parent and family engagement in order to ensure effective involvement of parents and families and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
- The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding such topics as the following, by undertaking the actions described in this paragraph--
 - Texas's academic content standards
 - Texas's student academic achievement standards
 - Texas's and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their children's progress
 - How to work with educators:

List activities such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Parental Role	Accountability/Evaluations (How success will be measured)
The district will support campus initiatives/ activities that promote parent and family engagement. Examples: Parent Nights; Father's Club; Business Partner/Adopt-a-Month; Backpack Buddies; School Marquees, etc.	Superintendent, Assistant Superintendents, Principals, Counselors, Teachers	Ongoing	Actively participate in campus activities	Parent participation at events

The district will encourage and support communication between principals and teachers with parents using Remind.	Principals Teachers	Ongoing	Join pertinent Remind text groups.	Texts being sent to parents.
Newsletters	Superintendent; Curriculum Coordinators; Principals; Counselors	Ongoing	Read information provided	Printed and/or online newsletters
State Assessment Information/Explanations Published on District Website	Assistant Superintendent	Ongoing as new information is released by TEA	Read information provided	Online information published on district website
Include elementary parent/teacher conference days.	DEIC Calendar Committee & District Administration	2 days provided in the fall semester and 1 day provided in the spring semester	Attend meetings	Published district calendar with dates determined
Distribute School-Parent Compacts to parents at Title campuses during parent/teacher conference days.	Teachers	October 2016	Attend meetings and participate in review of Compact with the teacher.	Campus lists with signatures of parents who received the compact.
Translate School-Parent Compacts into Spanish.	Assistant Superintendent	September 2016	Attend meetings and participate in review of Compact with the teacher.	Distribution of Spanish versions of School-Parent Compact.
Teachers and staff will receive annual training in the value and utility of the contributions of parents at the campus.	Campus Principals	Fall 2016	N/A	Sign in Sheet Agenda

- The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parent and family engagement, by:

- Providing Fluency Folders
 - Providing Skyward Family Access to online gradebooks
 - Providing teacher e-mail for parent communication purposes
 - Providing parent component for online resources as appropriate: learning.com, educationappreciation.com; edhelpforparents.com, etc.
 - Parent newsletters
- The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
 - Encourage and support parental involvement in Parent/Teacher conferences.
 - Encourage administrator participation in parent and family engagement sessions at professional conferences.
 - Encourage administrator participation in Region 5 workshops/conferences specific to parent and family engagement.
 - Provide a library of professional literature/resources for administrators and teachers.
 - Support campus-based staff development parent and family engagement training.
 - The school district will take the following actions to ensure that 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 that parents can understand:

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Parental Role	Accountability/Evaluations (How success will be measured)
TEA-provided parent documents for understanding test results will be provided in Spanish, as provided by TEA.	Assistant Superintendent for Curriculum & Instruction/Technology	As made available by TEA	Access to district website	District website contains active links to supporting documents.
District website that can be translated into 8 additional languages,	SchoolFusion & Assistant Superintendent	Ongoing	Access to languages on the district/	District website contains active links to 8 languages, other than

other than English.	for Curriculum & Instruction/Technology		campus website for language conversion.	English, on its website.
Provide Family Access online registration in languages other than English.	Assistant Superintendent for Curriculum & Instruction/Technology	Summer 2016	Choose "Language Translator" option in Family Access	Successfully completed online registrations.
Where appropriate, acquire services of translator to assist with parent meetings.	Coordination by Curriculum Coordinators	Ongoing	Participation in meetings.	Communication is successful.
Parent and Family Engagement Survey provided in English and Spanish	Assistant Superintendent for Curriculum & Instruction/Technology Campus Principals	Yearly	Complete parental surveys	Results will be compiled and shared with campuses for the purpose of program evaluation.
The district will encourage and support communication between principals and teachers with parents using Remind.	Principals Teachers	Ongoing	Join pertinent Remind101 text groups.	Texts being sent to parents.
Required NCLB communications will be provided in Spanish.	Assistant Superintendent for Curriculum & Instruction/Technology	Ongoing	Receives correspondence	Translated documents
Translate School-Parent Compacts into Spanish.	Assistant Superintendent	September 2016	Attend meetings and participate in review of Compact with the teacher.	Distribution of Spanish versions of School-Parent Compact.

PART III: DISCRETIONARY DISTRICT-WIDE PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

Activity/Task (What will be done)	Staff Responsible (Who will be doing it)	Timeline (When it will be done)	Parental Role	Accountability/Evaluations (How success will be measured)
Encourage campuses to arrange school meetings at a	Assistant Superintendent for Curriculum & Instruction/Technology	Ongoing	Communicate with campus personnel	Variety of opportunities for parents at campuses published on district and campus websites.

variety of times to accommodate parents	Campus Principals			
Meet-the-Teacher Nights scheduled on individual nights per campus levels.	Assistant Superintendent for Curriculum & Instruction/Technology, Assistant Superintendent for Adm. Services, Campus Principals	Before school starts	Attendance at Meet-the-Teacher Night	Parent attendance
Provide Title committee parents with copy of Campus Parent and Family Engagement Policy	Campus Principals	First Six Weeks	Active participation in development of campus parent and family engagement policy	Sign in sheets Agenda

PART IV: ADOPTION

This District-wide Parent and Family Engagement Policy has been developed/revised jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidence by meeting minutes.

This Parent and Family Engagement Policy/Plan was developed/revised by Port Neches-Groves Independent School District on 9/27/16, as a replacement for the current district parental involvement policy previously approved by the district committee and will be in effect for the remaining school year.

The school will distribute this Policy to all parents of participating Title I, Part A children by posting it on the campus website in a timely manner after it is approved.

Brenda Duhon
Signature of Title I Authorized Representative (Assistant Superintendent)

9/27/16
Date

