

# JOSEPH P. LIBERATI INTERMEDIATE SCHOOL

## Title I Parent and Family Engagement Policy

1. Joseph P. Liberati Intermediate School will involve parents in the planning, review and improvement of the school's Parent Involvement Policy by the following activities (*ESSA 1116 (b) (1)*):
  - Sharing the policy at a September or October Parent-Teacher Group (PTG) Meeting
  - Sharing policy at the November Title 1 Parent Orientation Workshop Meeting
  - Parent Surveys distributed at the Title 1 April/May Parent Workshops
  
2. Joseph P. Liberati Intermediate School will hold annual meetings to inform parents of the school's participation in the Title I program and to explain the requirements of the program and their right to be involved in the following (*ESSA 1116 (c) (1)*):
  - Rights and explanation of the Title I program requirements will be presented to parents at the Title I Parent Orientation.
  - Rights and explanation of the Title I program requirements will be presented to parents who are unable to attend meetings by making an appointment with the Title 1 Teacher, Reading Specialist or MTSS Teacher.
  
3. Joseph P. Liberati Intermediate School offer flexible meeting opportunities and utilize Title I funds to pay reasonable and necessary expenses associated with parent involvement activities if necessary by (*ESSA 1116 (c) (2)*):
  - 4<sup>th</sup> Grade Orientation and Classroom Visitation - Day
  - Open House \_ Evening
  - Title 1 Parent Orientation Workshop Meeting – Day and Evening
  - Parent-Teacher Conferences – Day and Evening
  - Flexible meeting times with Title 1 Teacher, Reading Specialist, MTSS Lead Teacher, school psychologist, school counselor, school nurse and building administrators
  - Assisting to arrange transportation for parents to attend Title 1 workshops, if necessary
  - Providing free academic materials for parents to utilize with their children

4. The parents at Joseph P. Liberati Intermediate School will be involved in the planning, review and improvement of the school's Title I program by *(ESSA 1116 (c) (3))*:
  - Offering suggestions for programmatic changes at the November Title 1 Parent Orientation Workshop
  - Making suggestions for improvement during Parent-Teacher Conferences
  - Offering suggestion for programmatic changes by completing surveys after workshops and in Spring
  
5. Joseph P. Liberati Intermediate School will provide parents of participating children with timely information about the Title I program including *(ESSA 1116 (c) (4) (A))*:
  - Entrance letters (September/October)
  - Flyers/ Invitations to Workshops
  - Title I Website
  - Parent-Teacher Conferences
  - STAR parent reports, DIBELS reports and MTSS/RtII communications
  
6. Joseph P. Liberati Intermediate School will provide parents of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet by presenting parents with the information at *(ESSA 1116 (c) (4) (B))*:
  - 4<sup>th</sup> Grade Parent Transition to the Intermediate School Workshop
  - September Open House
  - Parent Teacher Conferences
  - Title 1 Parent Orientation and Workshop Meetings
  - Assessment and Curriculum found on the SLSD Website and Teacher Webpages
  - Sapphire Community Web Portal Access to Assessment and Student Progress
  - Report Cards
  - STAR parent reports, DIBELS reports
  - Parent Workshops
  - Student Parent Handbook
  - Annual student specific reports on state assessments (PSSA)
  
7. Joseph P. Liberati Intermediate School will provide, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in the decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible by *(ESSA 1116 (c) (4) (C))*:
  - Offering monthly Title 1/MTSS student progress review meetings in person or via other electronic communications (telephone, email, computer aided video conferences).
  - Parent-Teacher Conferences
  - Conference with the Title 1 Teacher, Reading Specialist, MTSS Lead Teacher

8. Joseph P. Liberati Intermediate School developed jointly, with parents, a school-parent compact which outlines how parents, the entire staff and students share in the responsibility for improved student achievement (*ESSA 1116 (d) (2) (A-D)*):
  - Attached School-Parent Compact
  - Reviewed at Orientation and Title 1 Workshop Meetings
  
9. Joseph P. Liberati Intermediate School will provide assistance to parents' understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children. Assistance will be provided through (*ESSA 1116 (6) (e) (1)*):
  - Open House teacher presentations concerning PA Core Standards
  - Parent Teacher Conferences
  - Title 1 and other School/District sponsored Parent Workshops
  - Title 1 Teacher, Reading Specialist and MTSS Lead Teacher consultations and communications
  - Sapphire Community Web Portal Access to Assessment and Student Progress
  - Assessment and Curriculum found on the SLSD Website and Teacher Webpages
  
10. Joseph P. Liberati Intermediate School describes how the school provides materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate to foster parent involvement by (*ESSA 1116 (6) (e) (1)*):
  - 4<sup>th</sup> Grade Orientation
  - Open House – sharing of electronic tools (textbooks, Sapphire Grade portal, Google Classroom, use of specific apps such as Remind 101, Class Dojo, etc.)
  - Sapphire Community Web Portal Sign Up Information and Support
  - Title I parent workshops in November and April/May
  - By appointment with the Title 1 Teacher, Reading Specialist or MTSS Lead Teacher
  - Parent Workshops
  - MTSS Meetings
  - Sharing of the PA State Parent Advisory Council Parent Resource Center link at <http://www.spac.k12.pa.us/parentresources.htm>
  
11. Joseph P. Liberati Intermediate School will educate teachers, specialized instructional support personnel, and other staff, with the assistance of parents, in the value and utility of contributions of parents and family members, and in how to reach out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school by (*ESSA 1116 (6) (E) (3)*).

- Distributing information to staff at school faculty meetings.
- The publication and maintenance of a Student-Parent Handbook
- The publication of a Teacher Handbook

12. Joseph P. Liberati Intermediate School will, to the extent feasible and appropriate, coordinate, and integrate parent involvement programs and activities with other Federal state and local programs including public preschool programs that encourage and support parents and family members in more fully participating in the education of their children (*ESSA 1116 (6) (E) (4)*).

- The school will share curricular information concerning the grade 5 and 6 summer reading requirements with the local Southern Lehigh Public Library in an effort to partner and encourage families to remain engaged.

13. Joseph P. Liberati Intermediate School will ensure that information related to the school and parent programs, meeting and other activities is sent to the parents and family members of participating children in a format and to the extent practicable, in a language the parents and family members can understand (*ESSA 1116 (6) (e) (5)*).

- Translated documents to be sent home as needed
- Provide print and/or digital communication

14. Joseph P. Liberati Intermediate School will provide opportunities for the informed participation of parent and family members including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children (*ESSA 1116 (7) (f)*).

- Information is sent to all families in collaboration with the ESL teacher and the school guidance counselor, if needed.
- Flexible in-person and electronic meetings held with language translators to the extent possible.
- Home visits conducted as needed by the Title 1 teacher, ESL teacher, nurse, guidance counselor, school psychologist and administrator, as needed.
- Collaborative referral to supportive community agencies as appropriate.