

Title I Local Education Agency Parent and Family Engagement Plan

Date reviewed:

Directions: This template can be used when meeting with parents and family members annually to discuss the parent and family engagement policy at the school level. It is important to maintain agendas and sign in sheets for compliance. Listed below are each of the parent and family engagement requirements under Section 1116 of the Every Student Succeeds Act. Please use the guiding questions that are highlighted in yellow to indicate what is done at your school to meet each of the requirements. This does not need board approval.

All Local Education Agencies (LEA) receiving Title I funds are required under Section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy for the LEA. ESSA states that the LEA Parent and Family Engagement Policy must be jointly developed with parents and family members, incorporated into the LEA plan (Consolidated Application), and distributed to parents of participating children in a format and language that parents can understand. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents and family members of participating children.

The policy states how the LEA involves parents and family members in the joint development of the Title I Plan (Title I Application) (*ESSA, Section 1116(a)(2)(A)*).

How will the LEA involve parent and family members in the development of the Consolidated Application?

The policy states how the LEA involves parents and family members in the process of school review and improvement (*ESSA, Section 1116(a)(2)(A)*).

How will the LEA involve parents and family members in school review and improvement?

The policy states how the LEA provides technical assistance and support to schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance (*ESSA, Section 1116(a)(2)(B)*).

How will the LEA provide technical assistance to schools?

The policy states how the LEA will coordinate and integrate parent and family engagement strategies with other federal, state, and local laws and programs (*ESSA, Section 1116(a)(2)(C)*).

How will the LEA coordinate with other federal, state, and local laws and programs?

The policy states how the LEA conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and the effectiveness of the parent and family engagement policy in improving the academic quality of all schools, including identifying:

- barriers to greater participation by parents and family members, 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 needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers, and strategies to support successful school and family interactions. (*ESSA, Section 1116(a)(2)(D)(i-iii).*)

How does the LEA evaluate parent and family engagement in all schools?

The policy states how the LEA will use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family involvement, and revise, if necessary, the Parent and Family Engagement Policy (*ESSA, Section 1116(a)(2)(E).*)

The policy states how the LEA involves parents and family members in the activities of the school, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members to adequately represent the needs to the population; revising; and reviewing the Parent and Family Engagement Policy (*ESSA, Section 1116(a)(2)(F).*)

Are there any additional ways the LEA involves parent and family members, like a Parent Advisory Council (PAC)?

Please note: this section only needs to be included in the policy if the LEA receives \$500,000 or more. For all other LEAs, this section can be deleted.

For those LEAs that receive \$500,000 or more in Title I funds, please choose one of the following and describe how it is carried out at the LEA:

- If the LEA receives \$500,000 or more and is required to set aside 1%, funds shall be used to carry out activities and strategies consistent with the LEA's parent and family engagement policy, including not less than one of the following:
 - Supporting schools and nonprofit organizations in providing professional development for LEA and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel,

paraprofessionals, early childhood educators, and parents and family members *(ESSA, Section 1116(3)(D)(i))*.

- Supporting programs that reach parents and family members at home, in the community, and at school. *(ESSA, Section 1116(3)(D)(ii))*.
- Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members *(ESSA, Section 1116(3)(D)(iii))*.
- Collaborating, or providing subgrants to schools to enable such schools to collaborate with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement *(ESSA, Section 1116(3)(D)(iv))*.
- Engaging in any other activities and strategies that the LEA determines are appropriate and consistent with the LEA's Parent and Family Engagement Policy *(ESSA, Section 1116(3)(D)(v))*.