

Title I, Part A Parent and Family Engagement Policy

It is the policy of the South Burlington School District (LEA) to plan and implement effective needs-based Title I programs, activities, policies and procedures with meaningful consultation and involvement of participating Title I parents and family members that comply with all parent and family engagement requirements, specifically those required by federal statute. As such the LEA is responsible for ensuring compliance with development and implementation of the following three documents:

1. **LEA PARENT AND FAMILY ENGAGEMENT POLICY:** As a Title I Part A served LEA we will outline and describe the ways in which we will be responsible for and address the Parent and Family Requirements listed and will develop jointly with, agree on with, and distribute to, parents and family members of participating children a written parent and family engagement policy that meets all requirements described below.

2. **SCHOOL-LEVEL PARENT AND FAMILY ENGAGEMENT PROCEDURE:** Each of our school(s) served by Title I Part A will outline and describe the ways in which the school will be responsible for and address the Parent and Family Requirements listed. Each school will jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement procedure, agreed on by such parents, that will describe the means for carrying out the requirements described below.

- 2a. **SCHOOL-PARENT COMPACT:** Each of our school(s) served by Title I Part A, as part of their Parent and Family Engagement Procedure, will develop jointly with, agree on with, and distribute to, parents and family members of participating children a School-Parent compact to outline 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 academic standards.

Definitions

Local Education Agency: for purposes of this policy, a supervisory union or supervisory district is the local education agency (LEA).

Parent: Includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child's welfare).

Parent and Family Engagement (PFE): The inclusion of parents, families, schools, and communities in order to support learning and improve schools. Opportunities for the informed participation of parents and family members, including those who have limited English proficiency, those who have disabilities, and those of migratory children.

Implementation

The South Burlington School District will ensure the successful development and implementation of the written LEA Parent and Family Engagement Policy, School Parent and Family Engagement Procedure(s), and School-Parent Compact(s) and will address all requirements of Every Student Succeeds Act (ESSA) section 1116 in specific detail with review and revision on a periodic and timely basis.

1. LEA Parent & Family Engagement Policy

South Burlington School District

School Year: 2021-2022

Date of last revision: 10/5/2021

In order to provide all children with significant opportunity to receive a fair, equitable, and high-quality education, and to close educational gaps, the South Burlington School District receives Title I, Part A funds. Therefore, in accordance with Section 1116(a)(2) of Every Student Succeeds Act (ESSA), the South Burlington School District will develop, with the parents and family members of participating students, a written parent and family engagement policy. This policy will outline the Local Education Agency's (LEA) expectations and objectives for meaningful parent and family engagement and the ways in which the LEA will implement and support opportunities for parent and family involvement in order to improve student academic achievement.

Part I: General Requirements and Expectations

1. Per ESSA (1116(a)(2)) in order to support increased parent and family engagement to improve student academic achievement, the South Burlington School District has the following objectives:

Increased parent participation, more feedback from parents and greater opportunities for parent engagement. The LEA Title I team will update the Title I, Part A Parent and Family Engagement Policy annually based to reflect community needs, seek community and School Board feedback through annual School Board engagement, seek feedback from Title I parents through collaboration with school leaders and teachers, such as through face-to-face meetings and phone calls, seek feedback from community partners, and provide supports to Title I schools.

2. Per ESSA (1116(a)(2)(A)) the South Burlington School District agrees to take the following actions to involve parents and family members in the joint development of its Local Educational Agency Plan under Section 1112 of ESSA:

Parents will be encouraged to provide feedback on South Burlington School District's Title I program through school and Board engagement. Parent and community feedback will be integrated into the Title I program plan annually. Parents will have the opportunity to learn about Continuous Improvement Plan Goals, interact with student achievement measures,

learn how our school wide plans allow all students access to Title I participation, ask questions about and provide input on how to use Title I funds in annual engagement meetings. The Office of Learning will compile information throughout the year to inform spring planning.

3. Per ESSA (1116(a)(2)(A)) the South Burlington School District agrees to take the following actions to involve parents and family members in the joint development of Support and Improvement Plans as described in 1111(d)(1) & (2):

Each year the LEA team will support schools in updating their Continuous Improvement Plans, carry out Continuous Improvement Plan engagement sessions with families, support schools in receiving feedback from families on school-based Continuous Improvement Plans and provide opportunities to collaborate on how to use Title I, Part A funds through LEA workshops, training sessions and communication with the School Board. Each school has a different process for updating the Continuous Improvement plan that includes the use of assessment data, survey data, teacher, and stakeholder feedback.

4. Per ESSA (1116(a)(2)(B)) the South Burlington School District agrees to take the following actions to provide coordination, technical assistance, and other support necessary in order to build capacity for parent and family engagement activities to improve student achievement and school performance:

The LEA Title I team will engage school principals annually through training, consultation, and feedback sessions so that principals and school-based Title I teams can successfully engage families in all areas of Title I programming: School PFE Policy, the School-Family Compact, and all other Title I PFE requirements. This support includes annual LEA-provided professional development, training sessions, and consultation with the Office of Learning to provide support to school principals and school Title I teachers each fall for a total of three sessions, with consultation available throughout the year.

5. Per ESSA (1116(a)(2)(D)) the South Burlington School District will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this Parent & Family Title I, Part A Parent & Family Engagement Policy in improving the academic quality of all its Title I schools. The evaluation will include identifying the following:

- Barriers to greater family participation in Title I 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 needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers
- Strategies to support successful school and family interactions

The South Burlington School District agrees to take the following actions to conduct this annual evaluation:

Each year the LEA will evaluate Parent and Family engagement activities through

interviews with school principals and an annual survey which asks about the effectiveness and opportunities for growth for Parent and Family engagement. These surveys include an electronic survey embedded in the fall Parent Engagement Meeting presentation as well as various school-based surveys emailed to families throughout the year. The Office of Learning will also seek School Board and community feedback on Parent and Family Engagement Policy publicly at school board meetings.

6. Per ESSA (1116(a)(2)(E)) the South Burlington School District agrees to take the following actions to use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise the LEA Parent & Family Engagement Policy, if necessary:

Findings will be analyzed by school and LEA Title I team after school-based fall meetings occur. The Office of Learning will support schools in modifying Parent and Family Engagement Plans based on community feedback from School Board meetings and parent surveys during annual workshops and professional development.

7. Per ESSA (1116(a)(2)(F)) the South Burlington School District agrees to take the following actions to involve parents in the activities of the schools:

School-based teams, which include principals and Title I teachers, as well as the LEA's school board shall serve as parent and community advisory groups that adequately represent the needs of the population served by the LEA in order to develop, revise, and review the parent and family engagement policy. Many team members are also parents in our community. Parents will be represented by these teams through the teams work with parents during conferences, teacher communication throughout the year, Open Houses, Curriculum Nights, and the administration of school-based surveys.

Part II: Building Capacity for Involvement

To ensure effective involvement of parents and support a partnership among the schools, parents, and the community in order to improve student achievement, the South Burlington School District will use the following strategies:

8. Per ESSA (1116(e)(1)) the South Burlington School District will provide assistance to parents of children served by the LEA in understanding the following topics:
 - The challenging State academic standards
 - State and local academic assessments
 - Title I, Part A requirements
 - How to monitor their child's progress
 - How to work with educators to improve their children's achievement

The South Burlington School District agrees to take the followings actions in order provide this assistance:

The LEA Title I team, and Office of Learning will provide resources such as materials on LEA and school websites, annual Parent and Family Engagement sessions, and school board engagement. This engagement aims to support parents, provide resources to increase engagement, and build understanding regarding academic assessment results, curriculum, and Continuous Improvement Planning and its connection to Title I programming.

9. Per ESSA (1116(e)(2)) the South Burlington School District agrees to provide materials and training, as appropriate, to help parents work with their children to improve their children's achievement:

The LEA ensures that information regarding standards, assessment and achievement is shared with parents and families in a variety of ways including annual curriculum and assessment reports to the school board, the posting of assessment results to the district website, the sending of mailing of annual SBAC and WIDA results letters to families, and the inclusion of information about absenteeism and behavior expectations in school handbooks on school websites.

10. Per ESSA (1116(e)(3)) the South Burlington School District agrees to take the following actions to educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the following areas:

- The value of contributions of parents
- How to reach out to, communicate with, and work with parents as equal partners
- How to implement and coordinate parent programs
- How to build ties between parents and school

The LEA supports parents and families as well as teachers and personnel in learning about the importance of family engagement and communication. School staff are supported by an annual training facilitated at the building level by school leadership. Throughout the year building leaders discuss the importance of communication, relationship building and family engagement during staff meeting times. Strategies for improving communication and engagement are shared with staff on an ongoing basis during staff meetings, team meetings and Data Team conversations, which focus on supporting students. Building leaders are supported with an annual fall meeting where the Office of Learning will discuss the importance of family engagement, parent communication, including translation; and how to deepen communication and engagement opportunities with Title I parents. Principals and Title I teachers are encouraged to reach out to the Office of Learning at any time for tailored support needs regarding contributions and parents, building relationships and coordinating parent

programs.

11. Per ESSA (1116(e)(4) & (1116(a)(2)(C)) the South Burlington School District will, to the extent feasible and appropriate, coordinate and integrate Title I parent involvement programs and activities with other Federal, State, and local programs and conduct other activities that encourage and support parents in more fully participating in the education of their children. The South Burlington School District agrees to take the following actions to coordinate and integrate parent involvement programs:

The LEA will seek to increase parent involvement in programming by ensuring that schools offer a variety of engagement sessions for parents such as Open Houses, Curriculum Nights, Club and Sports involvement, and the administration of school-based surveys. In order to help students transition effectively, the LEA will partner with parents, local organizations, facilitate LEA-wide transition planning at school and administrative levels, monitor student assessment data, track class sizes, and evaluate course enrollment information to support student transitions at all levels. Parent surveys and community feedback at school board meetings will be used for informing programming. The LEA partners with the South Burlington Food Shelf, South Burlington Rotary Club, South Burlington Kiwanis Club, Big Picture, Career Development Center, Lund Center, Howard Center, the Stern Center and our PreK partners. Through these programs students are supported with family services, mental health services, summer reading programs, scholarship programs, vocational programs, and early childhood education. Parents are encouraged to have students participate in these programs through a variety of ways including teacher and school-staff referrals, in school opportunities, and guidance counselor coordination.

12. Per ESSA (1116(e)(5)) the South Burlington School District agrees to 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 a format and, to the extent practicable, in a language the parents can understand:

The LEA will ensure that schools invite families to Title I meetings, share information about school events, and provide information about assessments in a variety of ways including messenger services, school newsletters, Twitter, weekly LEA email updates, pop in Zoom chats with the superintendent and updating school websites frequently. The LEA has a communication process that outlines who shares information, communication channels, translation services, and approvals.

13. Per ESSA (1116(e)(14)) the South Burlington School District agrees to take the following actions to provide other reasonable support for parent involvement activities, as parents may request:

In addition to the areas listed in this document, the LEA has a virtual suggestion box where families can submit questions and feedback. Parents are asked to attend and get involved in

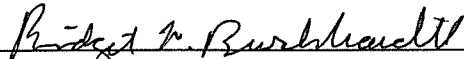
many programs at the South Burlington School District such as school plays, PTO participation, science fairs, school board community meetings, budget meetings, Boosters, Clubs, and math nights. School staff is generally available for consultation and to receive feedback throughout the year as parents and families communicate it.

PART III. ADOPTION

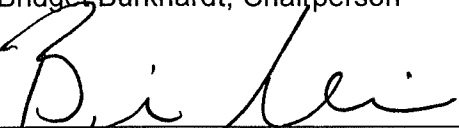
This LEA's Parent & Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs. On 09/01/2021 and 10/20/2021 Policy H1 was reviewed with parents and families regarding where and how documentation will be maintained. This policy was adopted by the South Burlington School District on November 3, 2021 and will be in effect for the period of the 2021-2022. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before November 23rd.

Date Policy Warned: September 1, 2021
Date Policy Considered: October 20, 2021
Date Policy Adopted: November 3, 2021

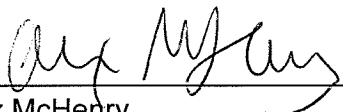
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