



Albert M. Greenfield School
Family Engagement Policy

School Year 2020-2021
Revision Date: 05/09/2020

In support of strengthening student academic achievement, Albert M. Greenfield School receives Title I, Part A funds and therefore jointly develops with and distributes this Family Engagement Policy that contains information required by sections 1116(b) and (c) of the Every Student Succeeds Act (ESSA). This Policy establishes the school's expectations for family engagement and describes how the school will implement family engagement activities, and is incorporated into the School Improvement Plan submitted to the local educational agency (LEA).

The Albert M. Greenfield School agrees to implement the following, as outlined in section 1116, ESSA:

- Involve families, 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 family engagement policy and the joint development of the schoolwide program plan under section 1114(b), ESSA
- Review and update this Policy periodically to meet the changing needs of families of participating students and the school, distribute it to families, and make it available to the local community
- Provide opportunities, to the extent practicable, for the participation of families with limited English proficiency, with disabilities, and/or who are migratory, including providing information and school reports required under section 1111 of ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the schoolwide program plan under section 1114(b), ESSA is not satisfactory to families of participating students, submit comments on the Plan when the school makes it available to the LEA
- Be governed by the following definition of family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Family Engagement means the participation in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Families play an integral role in assisting student learning
- (B) Families are encouraged to be actively involved in their student's education
- (C) Families are partners and are included, as appropriate, in decision making and on advisory committees to assist in the education of students

(D) Other activities are carried out, such as those described in section 1116, ESSA

Albert M. Greenfield School will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their students and respond to any such suggestions as soon as practicably possible:

- Jointly schedule regular meetings with the Greenfield Home and School Association (HSA) and with the School Advisory Council (SAC)
- Invite and encourage the HSA to plan and carry out activities that support and enhance curriculum and school programming, including assemblies, workshops, fairs, Wake Up Wednesdays, special presentations, book talks, Career Day, and others
- Reserve a Spring SAC meeting to discuss and jointly develop this Family Engagement Policy. This meeting was held on April 24, 2020 to collect input into this policy, with suggested revisions made thereafter

ANNUAL TITLE I MEETING. Albert M. Greenfield School will take the following actions to conduct an annual Title I meeting at a time convenient to families and encourage and invite families to attend this meeting. The meeting will concern the school's Title I program, the Family Engagement Policy, the School Improvement Plan, and the School-Family Compact. The Annual Title I meeting will be held in Fall 2020; all families will be encouraged to attend.

COMMUNICATIONS. Albert M. Greenfield School will take the following actions to provide families with (1) timely information about Title I programming, (2) flexible meeting times, (3) transportation, child care or home visits, as such services relate to family engagement and as may use Title I funds, and (4) information related to school and family programs, meetings, and other activities, is sent to families in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families can understand:

- Information routinely sent home with students, or emailed/communicated through calls
- Scheduled day and evening meetings
- School Improvement planning meetings to gather input and increase family involvement
- Spring SAC meeting to discuss school budget and School Improvement Plan
- SAC Committees: Health and Wellness; Diversity, Equity and Inclusion; Community Building
- Back to School Night
- Wake up Wednesdays - bimonthly parent and family sessions with school administration and staff as well as outside presenters

SCHOOL-FAMILY COMPACT. Albert M. Greenfield School will take the following actions to jointly develop with families a School-Family Compact that outlines how families, school staff, and students will share the responsibility for student academic achievement and the means by which the school and families will build and develop a partnership:

- Open meetings of SAC for families to review, comment, and give suggestions on the Compact
- Spring SAC meeting to discuss and jointly develop the School-Family Compact and the Family Engagement Policy was held on April 24, 2020 for families to give input

RESERVATION OF FUNDS. Albert M. Greenfield School will take the following actions to involve families of students served in decisions about how Title I, Part A funds reserved for family engagement is spent, through:

- SAC review of budget, calendar, Schoolwide Improvement Plan and other operational matters
- Winter SAC meetings to allow families the chance to discuss the funds set-aside for family engagement

COORDINATION OF SERVICES. Albert M. Greenfield School will, to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as resource centers, that encourage and support families to participate in their student's education by:

- Working with local pre-schools to articulate Pre-K with K
- Home and School Association presence in the school building
- Classroom and school volunteer opportunities throughout the school day/year
- Family resource area in school lobby

BUILDING FAMILY CAPACITY. Albert M. Greenfield School will build family capacity for strong school-family engagement and strengthen partnership among the school and the community in support of student academic achievement through the following:

- Provide families with a description and explanation of: the curriculum in use, forms of academic assessments used to measure student progress, and achievement levels of the State academic standards
- Offer materials, resources, and training to help families to work to support student achievement, such as literacy and math strategies, and using learning management platforms/instructional technology
- Provide assistance to families to better understand:
 - a) State academic standards
 - b) State and local academic assessments, including alternate assessments
 - c) Requirements of Title I, Part A
 - d) Monitoring their student's progress
 - e) Working with educators to improve student achievement
- Fall Annual Title I meeting to discuss Title I, family policies, the School Improvement Plan, academic standards, assessments, curriculum, monitoring student progress and working with educators. All families will be encouraged to attend.
- Regularly scheduled Open Houses (Fall/Spring), bi-monthly Wake-Up Wednesdays to address these and other topics regarding school assessments, academic strategies and support, special education and legal rights, among others

BUILDING CAPACITY OF SCHOOL STAFF. Albert M. Greenfield School will provide training for teachers, specialized instructional support personnel, principals, other school leaders and staff, with the assistance of families in the value and utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate family programming, and build ties between families and the school by:

- Staff development at regularly scheduled dates throughout the academic year, beginning with staff orientation in September and continue on half- and full- professional development days throughout the year
- At least one staff development on communicating with families and working with families as equal partners. Findings from District- and school-wide surveys will inform this staff development

Albert M. Greenfield School will provide other reasonable support for family engagement activities under section 1116 as families may request through:

- Workshops to families around supporting student achievement
- Additional supports by school leadership team
- Resources and materials for families using Title I, Part A funds

Principal Signature

Date