

# SCHOOL DISTRICT OF PHILADELPHIA

## JOHN BARTRAM HIGH SCHOOL 2017-2018

### PARENT AND FAMILY ENGAGEMENT POLICY

#### **PART I. GENERAL EXPECTATIONS**

Each school in its School-wide Parental Involvement Policy must establish the school's expectations for parental involvement. *[Section 1118(a)(2), ESEA.]*

The John Bartram High School agrees to implement the following statutory requirements:

- 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.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement 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.
- The school district will incorporate this district wide parental involvement policy into its School District of Philadelphia plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement 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.
- If the School District of Philadelphia's 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.
- The school district will involve the 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 parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.

- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

*Parental involvement 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 child's learning;*

*(B) that parents are encouraged to be actively involved in their child's education at school;*

*(C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*

*(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

- The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

## **PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

[NOTE: The School- wide Parental Involvement Policy must include a description of how the school will implement or accomplish each of the following components. *[Section 1118(a)(2), ESEA.]* Regardless of the format the school chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.]

1. The **John Bartram High School** will take the following actions to involve parents in the joint development of its school-wide parental involvement plan under section 1112 of the ESEA:

Parents were invited to attend the Parent Involvement Policy and Parent Compact meeting to give their input. A robo call was sent to parents via school messenger inviting them to this meeting. Only one parent showed for the meeting which occurred on October 12<sup>th</sup>, 2017. Suggestions and input from the parent were provided which have been incorporated in the current Parent Involvement policy and Parent Compact.

2. The **John Bartram High School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

*Parents take an active role by serving on the School Improvement and Leadership Team. This team meets monthly to discuss and review student achievement, academic progress, instructional practices, student attendance and punctuality issues and graduation information. We will discuss special programs and various academic activities scheduled to take place. The School Advisory Council and Home and School Association provide opportunities for parents and faculty to become involved in school improvement planning and assessing effectiveness of programs establishes actions steps*

*and responsibility charting. A budget meeting was held on March 28, 2017 with administration, leadership team, PFT building representative, roster chair and parents to review the 2017 budget. All information was compiled to aid in the development of the Action Plan effective Spring 2017. Parental Volunteers, Beautification Committee, Parental Newsletter Committee, and PAD Desk are other means by which our parents become involved. Parents have agreed to provide six hours of community service to the school during the school year.*

3. The **School District of Philadelphia** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
  - In collaboration with the Grants Compliance Monitor, School-based School Improvement Support Liaison, School-Community Liaisons, Philadelphia Home and School Council (PHSC), Title I Parent Advisory Committee, The Philadelphia Right to Know Educational Task Force, PARENT POWER, and other parent groups, provide workshops to schools on parent engagement.
  - Provide professional development by parents/caregivers for new and existing principals and other administrators on how to develop promising partnerships with parents/caregivers.
  - Train new and existing staff with parental engagement duties (e.g., School Improvement Support Liaisons, School-Community Liaisons, School Community Coordinators, and Bilingual Counselor Assistants) to assist school sites in implementing parental engagement.
  - Make available the staff of the Office of Educational Equity, Office of Specialized Instructional Support, and Office of Parent, Family, Community Engagement and Faith-based Partnerships, and staff of the Assistant Superintendents for technical assistance.
  - The Title I Office will provide technical assistance to schools and parent organizations, such as the Title I Parent Advisory Committee (PAC), Home and School Associations, The Philadelphia Right to Education Task Force, PARENT POWER, and other organized parent groups.
  - Provide coordination of professional development efforts through the Office of Instruction and Leadership Support.
  - Provide workshops to parents on supporting student achievement and parent engagement.
  - Provide training and other information to School Advisory Councils (SACs). By November 2017, each SAC will outline how they plan to work with Title I PREP parents to schedule turn-around trainings for parents within their schools.
  - Regional PREP parents will serve as advisors to principals and SAC members on how to address the needs of students and parents in their school's Action Plan and Title I Budget.
  - In compliance with Imagine 2014, facilitate parent and family access to teachers and principals.
4. The **John Bartram High School** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Insert programs, such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:

N/A

5. The **John Bartram High School** - will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A programs. The evaluation will include identifying barriers to greater participation by parents in parental involvement 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 will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

*On January 18<sup>th</sup>, 2017 John Bartram High School administration and staff met to discuss the results of the parent survey and provide suggestions on how to effectively have parents engage in school activities and communication. A family night was held on February 28<sup>th</sup>, 2017 for parents to come out and connect with staff and hear about various programs. Also, several workshops were held for parents. These were a few of the requests from the survey results last year. This year John Bartram High School is using Survey Monkey for parents to give feedback. A robo call was sent home for parents to use this survey. This link can be found on our website [www.philasd.org/bartram](http://www.philasd.org/bartram). Those results are consistently being reviewed by administration. These results will be reviewed and shared with the staff during PD on December 8<sup>th</sup>, 2017. John Bartram High School administration and staff will work together to develop a strategy to improve parent involvement. Counselors will also be planning workshops for parents starting after December 2017.*

6. The **John Bartram High School** will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The **John Bartram High School** will, with the assistance of the School District, provide assistance to parents, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- the State's academic content standards,
- the State's student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Title I-Part A,
- how to monitor their child's progress, and
- how to work with educators.

*Home and School Association Executive Title I meeting – TBA*

*Title I Parent workshop, TBA, will cover student academic achievement standards, how to monitor youth progress, and state academic content standards.*

*During leadership meetings we will inform parents about state and local assessments.*

B. The **John Bartram High School** will, with the assistance of the School District, 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 parental involvement, by:

- Parental and Family Involvement Resources
- Parental Leadership Workshop
- Parent Support Services for Communicating with Teens
- Sharing Community Based Literacy Programs
- Participation in School Sponsored Academic Conferences
- Distribution of Parent Handbooks on Special Help Related Topics

C. The **John Bartram High School** will, with the assistance of the School District, 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:

*Professional Development will be held on December 8<sup>th</sup>, 2017 to educate all staff in strategies that they can use to effectively work with parent and guardians. Staff will be given tools to use in order to reach out to parents (school messenger system, SIS information, mailing, etc..) in order to properly communicate with parents and guardians to keep them abreast of current information, programs and meetings.*

*Teachers meet weekly as part of their grade group meetings for common assessment planning. Teachers have a prep/admin period on Fridays to make parent phone calls and send parent emails. This information is uploaded onto a google doc which is monitored by the principal. All teachers are required to contact 5 parents each week with updates regarding their child and any school events that will be coming up.*

D. The **John Bartram High School** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Monthly Distribution of Principal's Newsletter: Principal's Newsletter is distributed via email to staff. Morning announcements are made daily to inform students of upcoming events. Robo calls are sent out monthly to inform parents of information.

Counselor's Corner Monthly Publication: This information will be available under the school's website counselor's link to keep students and parents informed of different programs and upcoming events.

We do not have a Parent Resource Room; however, we do have resources for parents in our library. We do have a PAD desk that is full of information to help parents support their youth. Parent information can also be found in the main office and on our school's website which is updated as needed.

- E. The **John Bartram High School** 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 the parents can understand: Parents are notified by: Flyers, Parentlink or emails.

*Newsletters are printed in Parent Friendly Language. Our school uses school messenger and Bartram's website as a communication vehicle to share information with parents. The school has the services of the district and division in providing information to parents in different languages. Translated materials if needed, are available with support from Office of Language, Culture and the Arts. If parents do not understand any of the materials, they may reach out to our Counselor.*

### **PART III. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

**NOTE:** The School's Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation to enable parents to participate in school-related meetings and training sessions;
- Training parents to enhance the involvement of other parents;
- Arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school, in order to maximize parental involvement and participation in their children's education;
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

Home and School Association: TBA

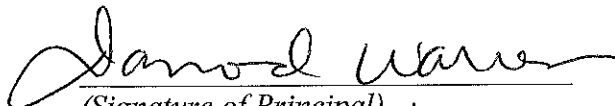
- Adopting and implementing model approaches to improving parental involvement
- Establishing a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Program A programs:
- Developing appropriate roles for community-based organizations, in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request

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#### **PART IV. ADOPTION**

This John Bartram High School School Parental Involvement Policy has been developed jointly with, and agreed on with, parents as evidenced by Tanya Brown.

The school will distribute this policy to all parents on or before October 31, 2017.

  
(Signature of Principal)  
10/12/17  
(Date)

