



**JOHN BARTRAM HIGH SCHOOL**  
**Parent and Family Engagement Policy**

***School Year 2018-2019***  
***Revision Date: 4/26/18***

In support of strengthening student academic achievement, **JOHN BARTRAM HIGH SCHOOL** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

**JOHN BARTRAM HIGH SCHOOL** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, 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 school parent and family engagement policy and the joint development of the school wide program plan under Section 1114(b) of every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, 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 ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the school wide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

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

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) 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) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT  
REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

**Section A: JOINTLY DEVELOPED**

**JOHN BARTRAM HIGH SCHOOL** will take the following actions to involve parents 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 parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Parents at John Bartram were invited to a meeting on April 26, 2018 to develop this policy and the school parent compact. Parents are encouraged to attend meetings throughout the school year. These meetings give parents the opportunity to review, improve and give feedback on parent and family programs. Below are a list of meetings held each school year:

- *Annual Title I meeting held in September during Back to School Night*
- *Winter and Spring Title I Parent Input Meetings*
- *SAC Meetings*
- *Surveys via hard copy or survey monkey*
- *Monthly Grade Meetings*

**Section B: ANNUAL TITLE I MEETING**

**JOHN BARTRAM HIGH SCHOOL** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the school wide plan, and the school-parent compact.

*John Bartram High School holds its Annual Title I meeting in September in conjunction with Back to School Night. Parents and guardians are informed of this meeting via campus messenger and letters given to students. The principal shares a Title I power point presentation with parents and discusses how Title I works and what they should know about Title I including the requirements of Title I part A, parents Rights to Know, state content standards and assessments and the school curriculum, how to monitor student progress and work with educators.*

**Section C: COMMUNICATIONS**

**JOHN BARTRAM HIGH SCHOOL** will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) 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.

- 1) *The Parent and Family Engagement Policy will be posted on John Bartram's website at [www.philasd.org/bartram](http://www.philasd.org/bartram). Hard copy available in the main office in Title I binder and in the*

*Parent Resource Center located in Room 127A (Bartram H.S.) as well as sent home to each parent.*

- 2) *Bartram High School uses the feature Campus Messenger as a communication vehicle to share information with parents and guardians.*
- 3) *Information is also give to students to take home to parents and guardians*
- 4) *Parent mailings are also used to disseminate information.*
- 5) *Parent and guardian information are printed in Parent Friendly Language. The school has the services of the district in providing information to parents in different languages. Translated materials if needed, are available on the SDP website*

#### **Section D: SCHOOL-PARENT COMPACT**

**JOHN BARTRAM HIGH SCHOOL** will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines 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 standards.

*Parents are encouraged to attend the annual revision meeting held each year in Spring to review the compact and make suggestions based on student needs and school improvement goals. This year the meeting was held on April 26, 2018. Parents are also encouraged to participate in the School Family Engagement survey which is a tool used to collect parent feedback regarding the current Title I programs, policies and family engagement. This survey is available on our website at [www.philasd.org/bartram](http://www.philasd.org/bartram) or in the school's main office.*

#### **Section E: RESERVATION OF FUNDS**

**JOHN BARTRAM HIGH SCHOOL** will take the following actions to 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 parent and family engagement is spent by:

*John Bartram High School will hold its Budget Meeting to review the parents during our Annual Title I Winter Meeting (January). During this meeting, parents will have input on how Title I funds are to be used. Parents will be informed of the meeting via campus messenger, website and mailings. \$5997.00 will be put into the Parent Involvement Fund from Title I. \$3000.00 will be used to purchase materials for parent's involvement purposes and to increase parent and community involvement. \$2997.00 will be used for parent mailings.*

#### **Section F: COORDINATION OF SERVICES**

**JOHN BARTRAM HIGH SCHOOL** will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool 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:

*John Bartram also has many community programs that assist families. SEAMAAC is a community program that works with Bartram to assist families in aiding to improve their child's attendance. We have many community programs for behavioral health such as Jewish and family children svcs, Horizon House, The Village, CBH, PATH and Consortium. These programs assist families of our community as well as students. Dunbar behavioral*

*health is a program that is located in John Bartram. This program assists students with many behavioral issues. ELECT, MARS and the health annex are also located in Bartram to assist students and families with health concerns, pregnancy and teen parenting. PHMC is also a program in Bartram that assist families with after school programs such as tutoring, job application assistance, summer jobs for students and credit recovery. College Access is also available to students and families to assist with FASFA, college tours and college applications. Men of Bartram and Woman of Bartram are programs founded by alumni of Bartram who provide students with scholarships to college. Urban Nutrition is another community partner that provides students and families with nutritional resources. They come to Bartram once a month and provide students with a nutritional snack. John Bartram's goal is to continue to work with these community partners as well as new ones to build the bridge between families and Bartram.*

### **Section G: BUILDING CAPACITY OF PARENTS**

**JOHN BARTRAM HIGH SCHOOL** will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

1. Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
2. Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - a) The challenging State's academic standards
  - b) The State and local academic assessments including alternate assessments
  - c) The requirements of Title I, Part A
  - d) How to monitor their child's progress
  - e) How to work with educators to improve the achievement of their child

During the Annual Title I meeting, held in the Fall each year, parents receive information regarding academic standards, assessments and what the requirements of Title I, Part A are for the school. The school informs parents of student's progress through interim reports and during report card conferences. Parents are also invited to attend workshops which will give parents the tools needed to help their child succeed academically. These topics listed above and presentations about the school's curriculum are also covered during various parent workshops/trainings throughout the year.

### **Section H: BUILDING CAPACITY OF SCHOOL STAFF**

**JOHN BARTRAM HIGH SCHOOL** will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

*John Bartram High school staff meets in December during Professional Development to discuss how to engage parents and increase parent awareness. During this PD, staff are*

*given results from parent surveys to discuss how we can work with parents as equal partners, have effective report card conferences and effectively communicate with parents.*

*John Bartram High School currently has a SAC committee in place. SAC meetings take place monthly.*

**JOHN BARTRAM HIGH SCHOOL** will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

*John Bartram High School will strive to ensure that our parents have access to support for parent and family engagement activities. Campus messenger robo calls, teachers weekly phone calls, updating website with information, and mailings will all be important in keeping the parents informed of activities and information.*

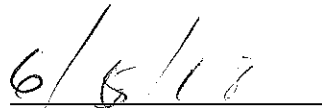
- *Parent resource center is available for parent use during school hours*
- *Parents may contact school to get information for upcoming events*

### **PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS**

- ✓ **Train parents to enhance the engagement of other parents.**  
*The SAC committee of John Bartram High School in coordination with administration will develop a plan to train parents in order to help engage other parents. John Bartram will ask the FACE office for assistance with providing resources and tools to help facilitate the training. Training will be done at Bartram.*
- ✓ **To maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences**  
*John Bartram High School will hold monthly grade meetings for parents and guardians. Parents and guardians will be given two options for times to meet which they will choose a time that works best for them (morning or afternoon). If a parent or guardian is unable to attend this meeting, they will be able to reschedule at a more convenient time with the administrator in charge of the meeting.  
Parents and guardians will also have the option of scheduling a meeting with their child's individual teacher at a time of convenience for both.*



**Principal**



**Date**

