



# THE SCHOOL DISTRICT OF PHILADELPHIA

## ***H. A. Brown Elementary School*** **Parent and Family Engagement Policy**

***School Year 2025-2026***

***Revision Date:***

***4-10-25***

In support of strengthening student academic achievement, H. A. Brown Elementary 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 the 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).

### **H. A. Brown Elementary 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 schoolwide program plan under Section 1114(b) of the 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 schoolwide 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**

H. A. Brown Elementary 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 were invited to attend the Annual Title I Winter Meeting held on 1/22/25. Topics include the Schoolwide Plan, school goals and preliminary budget assessments. The Spring Meeting meeting was held on 4/10/25 to allow parents to give input into the development of the parent and family engagement policy and school parent compact. Parent input was obtained through monthly school advisory council meetings, budget presentation and conferencing with the SAC president. Yearly a parent survey is conducted and included in the Student-Parent Handbook to obtain feedback from parents which guide our Parent Workshop topics.*

## **Section B: ANNUAL TITLE I MEETING**

H. A. Brown Elementary 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 schoolwide plan, and the school-parent compact.

*The annual Title I meeting is held during our annual back to school night which will be in September of 2025, the principal or designee will make a presentation to parents that will include information about the requirements of Title I part A, parent rights and responsibilities, state content standards and assessments, the schoolwide plan, working with educators and ways to monitor student progress.*

## **Section C: COMMUNICATIONS**

H. A. Brown Elementary 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.

*Information related to the school, programs, meeting and activities will be distributed via:*

- |    |  |                       |
|----|--|-----------------------|
| 1. | Monthly Calendar   | Monthly               |
| 2. | Principal Newsletter   | Monthly               |
| 3. | Interim/Progress report cards                                | Quarters 1, 2, 3, & 4 |
| 4. | School Messenger Call/Text/Email/Class Dojo/Google Classroom | As Needed             |
| 5. | Facebook and Instagram Post                                  |                       |

*All communication will be sent home in parent-friendly language and in a format parents can understand. Translations into multiple languages are available through the office of translation services as needed and identified. Parent meetings and conferences are held at various times during the day to accommodate parent schedules. All parents will receive copies in the printed Parent-Student yearly handbook.*

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

H. A. Brown Elementary 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.

*The annual Spring Meeting was held on 4/10/25 to review the school's upcoming budget, parental engagement policy and compact. Parents provided feedback into the development of the School Parent Compact and Parent Family and Engagement Policy. The School Parent Compact is distributed to all students through the Parent-Student Handbook which is given to each student in the fall, or as students register throughout the year.*

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## Section E: RESERVATION OF FUNDS

If applicable, H. A. Brown Elementary 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:

*During our Annual Winter Meeting, we review the school's upcoming budget. This meeting took place on 1/22/25. During this meeting, budget information is shared with parents and parents have the opportunity to give input into how Title I dollars are spent, including the 1% parent set aside.*

## Section F: COORDINATION OF SERVICES

H. A. Brown Elementary 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:

- *Monthly Friends of H.A. Brown meetings*
- *Parent Resource Center*
- *"Friends of H.A. Brown" group holds fundraisers to support family events.*
- *The East Kensington Neighborhood Association also sponsors community events that benefit students and families as well as school activities.*
- *Parent Resource Center at 440 North Broad St*

## Section G: BUILDING CAPACITY OF PARENTS

H. A. Brown Elementary 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:

- 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
- 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
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The challenging State's academic standards
  - The State and local academic assessments including alternate assessments
  - The requirements of Title I, Part A
  - How to monitor their child's progress
  - How to work with educators to improve the achievement of their child

*Monthly school advisory council meetings- topics for workshops and presentations are derived from parent surveys regarding perceived needs.*

- *Parent resource center in the Library where the monthly meetings are held*
- *School Advisory Council Office in the school.*
- *During our Annual Back To School night, the principal or designee will make a presentation to parents that will include information about the requirements of Title I part A, parent rights and responsibilities, state content standards and assessments, working with educators and ways to monitor student progress.*
- *Parent teacher conferences allow parents to get information about the school curriculum and ways to support student learning at home.*

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## Section H: BUILDING CAPACITY OF SCHOOL STAFF

H. A. Brown Elementary 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:

*During a district PD day in the fall, teachers and staff will be offered training on effective parent engagement and communication strategies, it will include online district training resources developed with parent input. Additionally, the results of the parent surveys will be shared with the staff at this meeting.*

H. A. Brown Elementary School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

*· Workshops will be offered throughout the year to provide parents with information to assist them in the use of technology, interpreting assessment data and preparing their children for the PSSA assessment, understanding the State's academic content and achievement standards, understanding monitoring student progress and working with their child's teacher's.*  
*· During Report Card Conferences and Back to School Night the teachers will assist the parents in becoming familiar with the Core Curriculum, charting their child's progress by interpreting curriculum assessments and report card marks, and monitoring homework and projects.*

Principal's Signature

***Sharon Burke***

Date Signed

**6-10-25**