

School: _____

School Year: 2019-2020

Parent and Family Engagement Policy Checklist

Effective School Parent and Family Engagement Policy Checklist

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| <ul style="list-style-type: none"> • The policy must be reviewed annually by the school to determine that it meets parent and family engagement requirements outlined in Section 1114(b)(2) of the Every Student Succeeds Act (ESSA). | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy must be reviewed by parents and revised as needed on an annual basis with documentation of the review on file in the Title I coordinator's office and in the school. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The school's written policy must describe specifically how the school will complete the requirements listed below. | <input type="checkbox"/> |

Hold an annual meeting to explain the Title I program to parents

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| <ul style="list-style-type: none"> • The policy states that an annual meeting will be held to inform parents of the school's participation in the Title I program and to explain the requirements of the program and their right to be involved. | <input type="checkbox"/> |
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Encourage parent and family engagement by offering a flexible number of meetings

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| <ul style="list-style-type: none"> • The policy states that parent meetings, including parent conferences, will be held at different times during the day. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy states that Title I funds may be used to pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation, childcare, or home visit expenses to enable parents to participate in school-related meetings and training sessions. | <input type="checkbox"/> |

Involve parents in the planning, review, and improvement of the parent and family engagement programs

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| <ul style="list-style-type: none"> • The policy describes how parents will be involved in the printing, review, and improvement of the school's Parent and Family Engagement Policy. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy describes how parents will be involved in the planning, review, and improvement of the school's Title I program. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy describes how the school involves parents in the joint development of the Schoolwide Program Plan under ESSA Section 1114. <i>Applies only to Title I schools operating a Schoolwide Program.</i> <ul style="list-style-type: none"> ○ If the Schoolwide Program Plan is not satisfactory to the parents of children in the school, submit any parent comments on the plan when the school makes the plan available to the district. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy states that the school will provide, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy states that a school-family compact was jointly developed with parents and the compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student achievement. | <input type="checkbox"/> |

Provide parents of participating Title I children

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| <ul style="list-style-type: none"> • The policy describes how the school will provide parents of participating children with timely information about the Title I program. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy describes how the school will provide parents of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy describes how the school will provide assistance to parents in understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children. | <input type="checkbox"/> |
| <ul style="list-style-type: none"> • The policy describes how the school provides materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement. | <input type="checkbox"/> |

• The policy describes how the school provides additional opportunities for parents to offer suggestions and to participate in decisions relating to the education of their children.

