

# MEMO

**To:** Parents/Guardians

**From:** Deneen Middleton, School Counselor

**Date:** May 13, 2020

**Re:** Title I Parent & Family Engagement Policy and School-Parent Compact

Recently, our school's Title I Planning Team met to review and revise our Title I Parent and Family Engagement Policy as well as the School-Parent Compact. We value all stakeholders input and would appreciate your feedback on the revised drafts of these documents. Please review the attached and email me with any questions at [deneen.middleton@richlandone.org](mailto:deneen.middleton@richlandone.org).

**AJ Lewis Greenview Elementary School**  
**Parent & Family Engagement Policy**  
**2020-2021**

- I. Within the first 45 days of the new school year, an Annual Title I meeting will be held by the school administration to inform parents of AJ Lewis Greenview's participation in the Title I Program, including parental requirements under Title I Section 1118, and 'Parents Right to Know'. Parents will be informed of the following:
  - Various Federal and State Programs that assist in raising academic achievement of all the students (i.e. IDEA, Title V, Act 135, EAA) and the resources available to families.
  - An explanation and description of the curriculum at the school and additional programs that help raise the achievement level of the students most academically in need.
  - The academic assessments used at the school common Formative Assessments, MyIGDIS, Diebels, Reading and Math Inventory, Fountas & Pinnell Benchmark Assessment System (BAS), IOWA, SC READY, SCPASS, and CogAT (Cognitive Abilities Test)] and the proficiency levels students are expected to meet.
- II. Meetings for parents and families will be held at various times during the day.
- III. Title I funds may be used to pay reasonable and necessary expenses associated with parent and family engagement activities with a goal to improve academic achievement.
- IV. The current PFEP will be sent home to parents' (via school newsletters, parent and family meetings, social media, etc.) for comments. Parents serving on the School Improvement Council (SIC), Parent Advisory Committee (PAC) and the Parent Teacher Organization (PTO) will take parents comments into consideration when revising the draft version of the PFEP. The final PFEP will be disseminated early in the year for all appropriate signatures.
- V. Parents, families, teachers, school administrators, community representatives, and any other stakeholders will participate in planning and developing the Schoolwide Program Plan jointly in team work sessions. A copy of the Title I plan is available in the school office and the Media Center. Parents may submit comments or suggestions on the plan in writing through the parent suggestion box located near the main office.
- VI. Currently, our school is not identified for School Improvement.
- VII. Communications with parents, to the extent practicable will be provided in a language parents can understand and administration will take into consideration accommodations for parents with disabilities. Parents and families will receive timely notices about engagement opportunities through several different means:
  - Class Dojo, Jaguar Family Monthly Calendar, Flyers, Monday Communication Folders, autodialer system, twitter, school website, school marquee, phone calls, etc. The Richland One TV Station (Channel 12)
  - PAC Meetings, PTO Meetings, School Improvement Council Meetings, and School Wide Planning Team Meetings.
- VIII. Annual Title I, PTO, Open House, Parent/Teacher Conference and School Improvement Council (SIC) meetings will be held by the school's administration to provide parents and families with a descriptive explanation of the curriculum in use at the school, the academic assessments and the proficiency levels children are expected to achieve.
- IX. Parents, Families, Teachers, School Administrators and Community Representatives planned, developed and agreed jointly on the Parent-School-Compact in team work sessions during our School Improvement Council (SIC), Parent Advisory Committee (PAC) and PTO Meetings. The compact will be sent home to parents for comments, and the final compact will be disseminated early in the year for all appropriate signatures. The signature signifies that parent has received and understands the content of the compact. The compact will be updated as needed, and reviewed annually by the School Improvement Council based on parent, staff and students suggestions and comments.
- X. To help parents to work with their children and improve achievement, Title I funds may be used to pay for materials and training. Several other resources are made available to the parents in our front office or at your request.

Revised March 10, 2020



## A. J. LEWIS GREENVIEW ELEMENTARY SCHOOL

"Where Excellence Is Expected"

2020-2021



### School-Parent Compact

A.J. Lewis Greenview Elementary and the parents of students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) agree that this compact outlines how the parents, the entire school staff, and the 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 that will help children achieve the state's high standards. This school-parent compact is in effect during school year 2020-2021.

### Required School-Parent Compact Provisions

#### School Responsibilities

A.J. Lewis Greenview Elementary School will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the high academic achievement standards.
- Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement
- Provide parents with frequent reports on their children's progress through the use of Parent Portal and progress reports.
- Provide parents reasonable access to staff. Specifically, staff will be available by appointment for consultation with parents as follows: during their planning period, scheduled parent/teacher conferences, through email or phone during their normal scheduled hours.
- Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities. Upon appointment and/or 24 hour notice with prior approval from the principal.
- Provide instruction in a way that will motivate and encourage students.
- Provide a safe and positive atmosphere for learning.
- Explain assignments so that students have a clear understanding.
- Supply clear evaluations of student's progress to students and parents.
- Contact the parents of the students through notes, conferences, progress reports, or telephone calls to show an active interest in the success of students.

#### Parent Responsibilities

We will support our child's learning in the following ways:

- Monitor attendance daily.
- Make sure that homework is completed.
- Participate, as appropriate, in decisions relating to my child's education.

Revised March 10, 2020

- Promote positive use of my child's extracurricular time.
- Volunteer at my child's school.
- Stay informed about my child's education and communicate with the school by promptly reading all notices from the school or the school district either received by my child or by mail and respond, as appropriate.
- Serve, to the extent possible on policy advisory groups.
- Provide a caring environment, so my child is ready to learn.
- Provide a time and place for quiet study and reading at home.
- Help my child daily in any way possible to meet his/her responsibilities and encourage appropriate behavior.
- Contact my child's teacher by notes, conferences, or telephone calls to show an active interest in my child's education.
- Attend at least one parent engagement activity such as a PTO meeting, Math & Science Night, Literacy Night or a parent meeting.
- Review information sent home and talking to my child about what he/she is doing at school.

**Student Responsibilities**

I, as a student, will share the responsibility to improve my academic achievement and achieve the State's high standards. Specifically, I will:

- Show respect and cooperation with all adults at the school.
- Come to class on time and prepared to work.
- Complete all assignments to the best of my ability.
- Respect the rights of others to learn without disruption.
- Show respect for people and property.
- Practice the rules of the Code of Student Conduct.
- Spend time daily at home on studying and reading.
- Give my parents or the guardians who is responsible for my welfare all notices and information received by me.

\_\_\_\_\_  
Teacher's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date