



*Diocese of Manchester, Title 1 Part A School/Parent Compact*

*Available for all parents whose children are participating in Title 1 Supplemental Services*

**Parent & Family Engagement Plan**

The Diocese of Manchester and all of the schools within recognizes that Parent & Family Engagement contributes to the achievement of academic standards by students participating in the Title I Program. Our school community views the students' education as a cooperative effort among the school, parents, and community.

We developed and annually revised a Parent and Family Engagement Policy with Title I parents and family members using an understandable and uniform format that is updated periodically. The policy is developed to meet the changing needs of parents and the school as needed.

- A Parent & Family Engagement and Policy Review meeting occurs on or near Back to School Night at the beginning of each year. All Title I parents are invited and encouraged to attend. During this meeting, all parents are informed of our school's Title I program, the requirements of Title I, and the parents' right to be involved. They receive a packet of information that includes all of the materials presented. This information is also sent home to the parents who are not in attendance.
- Our Title I program provides parent meetings multiple times throughout the school year. Parent/Teacher Conferences are held in the Fall and Spring. Educational support meetings are held throughout the school year as needed. In addition, a District-wide family engagement opportunity is held in the Spring. If a parent expresses the need, Title I funds may be used to pay reasonable and necessary expenses associated with parent involvement, including transportation, child care, or home visits to enable parents to participate in school related training sessions and meetings.
- Parents are involved in the organizing, planning, and improvement of the Title I program and the Parent and Family Engagement Plan.
- Provide Title I parents with timely information about Title I programs.
  - a. The Divine Redeemer School sends participation letters to families within the first few weeks of school which includes a description of the Title I program.

- b. Information about the annual Title Meeting will be sent home with the students.
  - c. Parent/Teacher Conferences are held with the option of phone/email conferences, as well. Information about these conferences is sent home via the classroom teacher two – three weeks prior and parents schedule meetings accordingly. The Title I teacher makes it a priority to schedule with the classroom teacher to best accommodate the parents. There is also a letter sent home to parents to inform them of this process at least a week in advance.
  - d. Surveys are sent to parents to find the most convenient times for parents to attend parent/engagement Title I events. Once the times and dates are set, parents are notified and asked to respond.
  - e. Parents are invited to attend educational support meetings, if needed, and the classroom teacher notifies them of the time and date when this meeting is scheduled. Title I teachers attend these meetings to provide information about the Title I program and provide any training needed.
  - f. Parents are informed and invited to attend the Title I District Wide Family Fun Night held in the Spring each year. This invitation is sent out at least two weeks prior to the event and parents are asked to RSVP.
  - g. Parents are invited to an end of the policy review meeting. Title I teachers send a survey to the parents to find convenient times for parents to discuss this policy. Once the surveys are returned, the meeting is held at a day and time that reflects a convenient time for the majority of parents. Information is sent home to parents who are unable to attend.
- Our school provides parents with a description and explanation of the curriculum with an in-class presentation for each grade level on Back to School Night. Assessments used to measure student progress and reports with proficiency levels that students are expected to meet are sent home at the beginning, middle, and end of the year. Individual progress reports are home throughout the year.
  - Our school will provide, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children. These opportunities occur throughout the year through Back to School Night meetings, book clubs, Title I Annual End of Year Meeting, surveys, and Parent/Teacher Conferences. The Title 1 staff will be present at these conferences to the extent that is practicable to discuss their child's progress and provide strategies to improve achievement.
  - The Title I staff is present at Parent/Teacher Conferences and educational support meetings to discuss the child's progress and provide strategies to improve achievement. The Title I handbook is distributed and discussed and sent home with students.
  - Jointly with parents, our school outlines School-Parent Compact on the Title 1 website. This will be discussed through the Title I Annual School meeting at the end of the year,

Back to School Night Meeting, Family Engagement Surveys, Parent/Teacher Conferences.

- Our Title I program provides parent meetings multiple times throughout the year. Parent/Teacher Conferences will be held in the Fall and Spring. Families will be provided with various potential meeting times/types to best accommodate their schedules. Educational support meetings will be held throughout the school year as deemed necessary. A school-wide family engagement opportunity will be held in the Spring. Title I students are provided with take home folders with literacy materials. Title I purchases the materials and resources for Title I students. Each family is given information on how to access this program at home.
- Our school's Title I teacher ensures that all information related to school and parent programs, meetings, and other activities is sent to the parents and family members of students participating in the Title I program in a language that parents and family members can understand. Take home folders are sent home with information needed about meetings, events, activities, and progress. The school's website provides easy access to the Title I web page where parents can find information on the Title I program.
- We use S'More software to translate needed documents so parents are informed and able to participate. When the need arises, Title I staff and administration will meet to discuss and plan specific ways to make Title activities accessible to parents with disabilities, parents who have limited English proficiency, and parents with migratory children.