



## **Cuyahoga Falls City School District Parent/Guardian and Family Engagement Policy**

In support of strengthening student academic achievement, Silver Lake Elementary School receives Title I, Part A funds and must jointly develop with, agree upon with, and distribute to parents, guardians, and family members of participating children a written Parent/Guardian 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, guardian, and family engagement and describes how the school will implement a number of specific Parent/Guardian and family engagement activities, and it is incorporated into the school's plan submitted to the district.

**Goal Statement and Commitment:** At Silver Lake Elementary we believe that ALL STUDENTS WILL ACHIEVE AT HIGH LEVELS. It is our goal that every child should have the opportunity to attain his/her full potential.

The Instructional Focus will include the following:

- We will teach the core academic standards to all students, in every classroom, every day, and in ways that meet each student's learning style.
- We will set high expectations for everyone – students, educators, parents, community – and support them in meeting high standards of behavior and outcomes.
- We will build strong relationships with families and communities because our schools can't do it alone.
- We will base all decisions on data
- Limit number of students in each session to five or less
- Provide flexible grouping of students; groups will be adjusted based on students needs
- Utilize UFLI and Leveled Literacy Interventions
- Use Acadience subtest, reading composite scores, UFLI assessments, observations, and conferring with students to drive instruction
- Provide small group interventions based on focused skill needs

Silver Lake Elementary agrees to implement the following requirements as outlined by Section 1116:

- Involve Parents/Guardians, 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/Guardian and family engagement policy and the joint development of the schoolwide program plan.
- Update the school Parent/Guardian and family engagement policy periodically to meet the changing needs of Parent/Guardians and the school, distribute it to the Parent/Guardians of participating children and make the Parent/Guardian and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of Parent/Guardians with limited English proficiency, Parent/Guardians with disabilities and Parent/Guardians of migratory children, including providing information and school



reports required under Section 1111 of ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language Parent/Guardians understand.

- If the school-wide program plan under Section 1114(b) of ESSA is not satisfactory to the Parent/Guardians of participating children, submit any Parent/Guardian 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/Guardian and family engagement and carry out programs, activities and procedures in accordance with this definition.
  - Parent/Guardian and family engagement means the participation of Parent/Guardians in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:
  - Parent/Guardians play an integral role in assisting their children's learning;
  - Parent/Guardians are encouraged to be actively involved in their children's education at school;
  - Parent/Guardians are full partners in their children's education and are included, as appropriate, in decision-making and advisory committees to assist in the education of their children;
  - Other activities are carried out, such as those described in Section 1116 of ESSA

The school Parent/Guardian and family engagement policy includes a description of how the school will implement or accomplish each of the following components:

- **Jointly Developed**

Silver Lake Elementary will take the following actions to involve Parent/Guardians 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/Guardians, 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.

- A Parent/Guardian meeting will be held to gain Parent/Guardian input on the perceived needs for Parent/Guardian/family education and to develop/review the Parent/Guardian & family engagement plan by providing input on planning and improving Parent/Guardian and family engagement.
- An annual survey will be administered to gain additional input on Parent/Guardian and family engagement activities and communication preferences.

- **Annual Title I Meeting**

Silver Lake Elementary will take the following actions to conduct an annual meeting, at a convenient time and encourage and invite all Parent/Guardians of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, Parent/Guardians' requirements, the school Parent/Guardian and family engagement policy, the schoolwide plan, and the school-Parent/Guardian compact.



- Using the communication plan below, Parents/Guardians will be invited to an annual meeting where families will learn about Title 1 and the services in the school. At the annual meeting:
  - Families will be informed about Silver Lake Elementary's participation in the Title I program and the requirements of Title I
  - Families will be informed about programming and initiatives
  - The Title I program will be explained, and Parent/Guardians will be provided information about reading test scores and in ways families can be involved to help their child be successful
- The meeting will be held by October 15th of each school year.
- Parents/Guardians will receive advanced notification of the meeting day and time which will be communicated using the communication plan listed below.
- The annual meeting will be offered in person and/or via Zoom
- Copies of the Parent/Guardian and Family Engagement Policy will be distributed
  
- **Communications**

Silver Lake Elementary will take the following actions to provide Parent/Guardians of participating children the following:

  - Timely information about the Title I programs;
  - Flexible number of meetings, such as meetings in the morning or evening, and may provide Title I funds, transportation, childcare or home visits, as such services relate to Parent/Guardian and family engagement; and
  - Information related to the school and Parent/Guardian programs, meetings and other activities is sent to the Parent/Guardians of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the Parent/Guardians can understand.
    - Copies of the Parent/Guardian and family engagement policy will be distributed at the annual meeting and at Parent/Guardian meetings. It will also be located on the Silver Lake Elementary webpage.
    - School and Parent/Guardian programs will be communicated via Parent/Guardian newsletters, via school social media, Parent/GuardianSquare, and through occasional one-call notifications
    - Families will receive periodic progress reports for their child via email
    - Parent/Guardians will be provided access to have individual meetings with Title I staff during Parent/Guardian teacher conferences
    - Communication will be communicated in a language that is understood by the Parent/Guardians, when necessary.
  
- **School-Parent/Guardian Compact**

Silver Lake Elementary will take the following actions to jointly develop with Parent/Guardians of participating children a school-Parent/Guardian compact that outlines how Parent/Guardians, the entire school staff and students will share the responsibility for improved student academic achievement and how the school and



Parent/Guardians will build and develop a partnership to help children achieve the state's high standards.

- The Parent/Guardian meeting to develop the Parent/Guardian and family engagement policy will also be utilized to jointly develop/review the school Parent/Guardian compact.
- The annual survey will include questions regarding shared responsibility that will be utilized to develop/review the school-Parent/Guardian compact
  
- **Coordination of Services**

Silver Lake Elementary will, to the extent feasible and appropriate, coordinate and integrate Parent/Guardian and family engagement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as Parent/Guardian resource centers, that encourage and support Parent/Guardians in more fully participating in the education of their children by:

  - Silver Lake Elementary works collaboratively with Cuyahoga Falls Public Library and additional literacy programs for students and families
  - The district also works collaboratively with YMCA/Boys and Girls Club regarding reading and math tutoring and intervention.
  - Silver Lake Elementary PTO works collaboratively with the school to promote the district's literacy initiative
  
- **Building Capacity of Parent/Guardians**

Silver Lake Elementary will build the Parent/Guardians' capacity for strong Parent/Guardian and family engagement to ensure effective involvement of Parent/Guardians and to support a partnership among the school and the community to improve student academic achievement through the following:

  - Provide Parent/Guardians 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;
  - Provide materials and training to help Parent/Guardians work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster Parent/Guardian and family engagement; and
  - Provide assistance to Parent/Guardians of participating children, as appropriate, in understanding topics such as the following:
    - The State's challenging academic standards
    - The state and local academic assessments, including alternate assessments;
    - The requirements of Title I Part A;
    - How to monitor their children's progress; and
    - How to work with educators to improve the achievement of their children.



- An annual Parent/Guardian meeting will be held to discuss Title 1 services, share information with families in ways they can support their child(ren), how to read test scores, and an explanation of various reading programs utilized in the district
  - Two Parent/Guardian teacher conferences will be held annually discuss interventions being provided and share data regarding student progress
  - Two annual Parent/Guardian-engagement events will be organized annually to share information and resources for Parent/Guardians to support their student's academic achievement
  - Parent/Guardian literacy resources will be posted on the district website under [CFalls Title I Program - Website Right To Know](#)
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- **Building Capacity of School Staff**

Silver Lake Elementary will provide training to educate teachers, specialized instructional support personnel, principals and other school leaders, and other leaders, and other staff, with the assistance of Parents/Guardians, the value and utility of contributions of Parents/Guardians and in how to reach out to, communicate with and work with Parents/Guardians as equal partners, implement and coordinate Parent/Guardian programs, and build ties between Parent/Guardians and the school by:

    - Two Parent/Guardian teacher conferences will be held annually to enable Parent/Guardians to share information with the student's team of educators and get information regarding their child's progress
    - Silver Lake Elementary PTO will work collaboratively with building administration and staff to determine the best way to communicate with families and assist with the coordination of Parent/Guardian programs.
  - Silver Lake Elementary will provide other reasonable support for Parent/Guardian and family engagement activities under Section 1116 as Parent/Guardians may request by:
    - Parent/Guardian Engagement activities will have options to include younger children in the activities and/or provide childcare options.
    - Flexible participation options will be available utilizing recordings, Zoom, and in person options to support Parent/Guardian participation
    - Informational materials will be provided in multiple formats: digital, social media, and paper copies
  - **Building Capacity for Involvement**

The School Parent/Guardian and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in meaningful consultation with its Parent/Guardians, chooses to undertake to build



Parent/Guardians' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under Section

1116(e) of ESSA. Indicate which of the following discretionary (optional) Parent/Guardian and family engagement policy components the school will implement to improve family-school partnerships:

- Provide necessary literacy training for Parent/Guardians from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
- Pay reasonable and necessary expenses associated with local Parent/Guardian and family engagement activities, including transportation and childcare costs, to enable Parents/Guardians to participate in school related meetings and training sessions.
- Maximize Parent/Guardian and family engagement and the participation in their children'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 Parent/Guardians who are unable to attend conferences at school.
- Develop appropriate roles for community-based organizations and businesses in Parent/Guardian and family engagement activities