

**MOUNT SINAI UNION FREE SCHOOL DISTRICT
MOUNT SINAI ELEMENTARY SCHOOL**

PARENT & FAMILY ENGAGEMENT POLICY

The Mount Sinai Elementary School believes that parent and family engagement is essential to student achievement, and thus encourages such involvement in school educational planning and operations.

To assure compliance with federal Every Student Succeeds Act (ESSA) guidelines, the Elementary School recognizes the rights of parents and families to be fully informed of all information relevant to their children who participate in programs and projects funded by Title I. ESSA Section 1116, Parent and Family Engagement, contains the primary Title I, Part A requirements for the State educational agencies (SEAs), Local Educational Agencies (LEAs), and schools related to engaging parents and families in their children's education. All LEAs that receive Title I funds shall conduct outreach to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

The Elementary School shall ensure parental involvement in these programs and projects by:

a) Involving parents in the joint development of the Title I Plan by planning meetings such as Back-To-School night attended by parents of students in Title I programs, as well as school Title I staff, administrators, and other interested persons. Parents will be able to meet with Title I staff in small groups and individually to discuss the Title I program plan, review implementation of the Title I plan, and invite suggestions for improvement. To achieve this end, parents are encouraged to participate in the Title I Parent meetings and Site-Based Management Team Meetings at the Elementary School.

b) The Elementary School administration will plan and provide effective parent involvement activities to improve student academic achievement by:

- Maintaining correspondence with parents to continue the home-school continuum.
- giving parents web access to the district's student information system via a parent portal so they may monitor their child's daily performance (including classwork, homework, test and quiz grades).
- Provide communication through the District website with access to building and classroom websites and school calendar of events.
- providing specific communications to parents through the use of two school newsletters, the Mount Sinai Mirror and the Snapshot.

- providing parents with an annual school calendar which lists the dates of all standardized tests, state assessments and college entrance exams as well as makeup dates.
- mailing home results of all state assessments with an explanation of the results
- providing opportunities for regular meetings of parents/guardians and AIS teachers
- providing schools with a site licenses to various web-based programs that parents can use in many cases to verify their child's class work, homework and homework assistance.
- providing specific communications to parents through the use of the district web page and calendar regarding times of regularly scheduled Board of Education meetings, which provide opportunities for input and comment
- through the district web site, providing all parents with the email addresses of every faculty member to facilitate correspondence with their child's teachers

c) Supporting a partnership among the school, parents, and the community to improve student academic achievement. The Elementary School shall:

- provide assistance to parents of children served by the school or LEA, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children.
- provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to enhance parental involvement.
- educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contribution 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.
- coordinate and integrate to the extent feasible and appropriate, parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, and Home Instruction Programs for Preschool Youngsters, the parent as Teachers Program, and public preschool and other 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.

- ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and in a language the parents can understand.

d) Evaluating annually the content and effectiveness of this policy in improving the academic quality of the Elementary School (including identifying barriers to greater participation by parents in activities authorized by Title I), using the findings to design strategies for more effective parental involvement, and revising, if necessary, the parental involvement policies at the school level.

e) Encouraging parents to become involved in the activities of the schools by

- providing opportunities to meet with teachers and review educational records regarding their child's progress in the elementary school through parent-teacher conferences and school-sponsored information sessions regarding curriculum, instruction and assessment in the school.
- communicating through back-to-school nights, parent-school enrichment events, billboards at either end of the campus, electronic and print media.

In addition to the above, the Elementary School shall establish school-parent compacts outlining how parents and the entire elementary school staff will share the responsibility for improved student achievement and the means by which the school and parents will build and develop a partnership to help students achieve the state's high standards.

Complaint Procedures:

Each LEA in New York State is required to disseminate, free of charge, adequate information about these complaint procedures to parents of students and appropriate private school officials or representatives.

Below is the link to the process for resolving complaints submitted to the New York State Education Department's (NYSED) Office of ESSA-Funded Programs alleging that a local educational agency (LEA), grantee or NYSED has violated a law, rule, or regulation in the administration of any "covered Federal program" under the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA).

<http://www.nysed.gov/essa/new-york-state-essa-funded-programs-complaint-procedures>