



GALENA INTERIOR LEARNING
ACADEMY
SCHOOL PARENT AND FAMILY
ENGAGEMENT POLICY

As authorized under ESEA, as amended

[School Year 2016-17]
[Revision Date: 5/20/17]

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Overview

In support of strengthening student academic achievement, **Galena City School District** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA), as amended. The policy establishes the district's expectations and objectives for meaningful parent and family involvement and describes how the district will implement a number of specific parent and family engagement activities.

The **Galena City School District** agrees to implement the following requirements as outlined in Section 1116 of the ESEA, as amended:

- Involve parents, 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 and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA), as amended. [§1118(c)(3)]
- Update the school parent and family member policy periodically to meet the changing needs of parents and the school, distribute it to the parents and family members of participating children, and make the parental involvement policy available to the local community. [§1118(b)(1)]
- In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under Section 1111 of the ESEA, as amended, in a format and, to the extent practicable, in a language such parents understand. [§1116(e)(4)]
- If the schoolwide program plan under Section 1114(b)(2) of the ESEA, as amended, is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district. [§1118(c)(5)]
- The school district will be governed by the following definition of parental involvement and expects that its Title I, Part A schools will carry out programs, activities, and procedures in accordance with this definition:
 - Parent Involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—
 - that parents play an integral role in assisting their child's learning;
 - that parents are encouraged to be actively involved in their child's education at school;
 - that parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and
 - the carrying out of other activities, such as those described in section 1116. [§8101(39)]

Required Parent and Family Engagement Policy Components

Joint Development

Galena Interior Learning Academy will take the following actions to involve parents and family members in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I, Part A programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Parents and family members will be involved in the development of the district ESEA Consolidated Application through several methods.

Advisory is gathered primarily through the Galena Interior Learning Academy (GILA) Parent Advisory Committee (PAC). As the only Title 1A school within the Galena City School District (GCSD), the GILA PAC meets monthly, through audio conferencing, as a representative body to provide parental/guardian input associated with the GILA school and boarding facility. PAC minutes are reviewed for themes as part of the needs assessment. These themes are presented to the PAC by the Federal Programs Director. The PAC prioritizes the themes and add any additional themes to be addressed. The PAC also provides suggestions for effective ways to address the themes.

An Annual Title 1 parent/guardian meeting is held (via webinar and audioconference) to inform parents of their rights and give a platform for parents to communicate needs.

An ESEA Parent/Guardian Needs Assessment survey is provided in March or April to all GILA parent/guardians, all migrant parent/guardians, all homeless eligible parent/guardians, and all ELL parent/guardians. All parent/guardians in the district are asked to complete a needs assessment regarding Title II-A. These Needs assessment surveys are reviewed by the GILA PAC, school administration, Local tribe, and Indian Education Committee.

The review and development of the School Improvement Plans are conducted on "As Needed" basis The GILA PAC and school administration reviews the School Improvement plan together. Local and state assessment data is analyzed and evaluated with the data from the most current needs assessments. The school administration takes into consideration the input from the PAC, survey results and state/local assessment results and writes/edits the School Improvement Plan. The newest copy of the school improvement plan is disseminated to all stakeholders.

Annual Title I, Part A Meeting

Galena Interior Learning Academy will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I, Part A program, the nature of the Title I, Part A program, the parents' requirements, the school parent and family policy, the schoolwide plan, and the school-parent compact.

The GILA Annual Title I, Part A meeting will be held during the 1st quarter of the school year. Parent may attend either in person, via conference call or through an online webinar.

Recordings will be made of the webinar presentation and will be available to parents.

Communications

Galena Interior Learning Academy will take the following actions to provide parents of participating children the following:

- Timely information about Title I, Part A programs.
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parental involvement.
- A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards.
- 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.
- Information related to the school and parent and family member programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

The parent and family engagement policy will be made available to parents through the schools website. Paper copies will be provided to parents upon request. The Federal Program Director will share the to the engagement policy with the stakeholders and the principal will include the link in his communication with parents.

The Federal Programs Director will provide monthly "Talking Points" to the school administration for them to use in their correspondence with stakeholders. Talking points will include such topics as information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.

School-Parent Compact

Galena Interior Learning Academy will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and 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 to help children achieve the state's high standards.

The PAC and principal will review:

- the school's current year school-parent compact
- to see if the it is written in language that parents/families can understand
- comments solicited from parents at the Title 1A annual meeting
- Comments solicited from School Staff during in-service
- Comments solicited from students through quarterly survey

The PAC and Principal will provide the Federal Programs Director with an approved School-Parent Compact by December 31st.

School-Parent Compact will be placed on the school website *The Federal Programs Director will provide a “Talking Points” to the school administration for them to use in their correspondence with parents. The link to the compact will be included in the talking point. Paper copies will be made available to parents upon request.*

Other distribution options:

Student/parent handbook

Provided at registration

Provided at Annual meeting

Provided during parent teacher conferences

Reservation of Funds

The **Galena City School District** will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental and family engagement is spent. *(Only applicable to districts with an allocation of \$500,000 or more.)*

- Funds reserved under this section by the district agency shall be used to carry out activities and strategies consistent with the district’s parent and family engagement policy, including not less than 1 of the following:
 - (i) Supporting schools and nonprofit organizations in providing professional development for local educational agency and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.
 - (ii) Supporting programs that reach parents and family members at home, in the community, and at school.
 - (iii) Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.
 - (iv) Collaborating, or providing subgrants to schools to enable such schools to collaborate, with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement.
 - (v) Engaging in any other activities and strategies that the local educational agency determines are appropriate and consistent with such agency’s parent and family engagement policy.

NA

Coordination

Galena Interior Learning Academy will coordinate and integrate parent and family engagement strategies under Title I, Part A with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs.

GILA will coordinate and integrate parent and family engagement strategies with other relevant programs, organizations, businesses, and community partners to provide additional supports and resources to families.

*The vast majority of GILA students are also eligible for Title VI Indian Education.
Parents are encouraged to participate in both Title IA (monthly) and Title VI meetings (quarterly).*

Building Capacity of Parents and Family Members

Galena Interior Learning Academy will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following:

- Providing parents and family members 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 proficiency levels students are expected to meet.
- Providing parents and family members materials and training to help parents to 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 parental involvement
- Providing assistance to parents of participating children, as appropriate, in understanding such topics as the following:
 - The challenging State academic standards.
 - The State and local academic assessments.
 - The requirements of Title I, Part A.
 - How to monitor a child's progress.
 - How work with educators to improve the achievement of their children.

-The GCSD is in a unique position where 100% of the Title IA students are living in a boarding home during the school year. Most of the "training and using technology to help parents work with their children to improve their children's academic achievement" is directed at keeping parents informed regarding their child's academic achievement and training the dormitory Resident Advisors on how to work with the children to improve their academic achievement.
-Principals will share with parents how to access their students PowerSchool records.
-Principals will share with parents how to understand state academic assessment results.
-Principals will provide Instructional staff contact information to parents.
-During the first quarter of school, the Federal Programs Director will facilitate an Annual Title 1 Parent Meeting to inform parents of the requirements of the program and their rights as parents.

Building Capacity of School Staff

Galena Interior Learning Academy will, with the assistance of its parents, educate its teachers, specialized instructional support personnel, principals, other school leaders, and other staff on how to reach out to, communicate, and work with parents as equal partners, in the value and utility of contributions of parents, and how to implement and coordinate parent programs and build ties between parents and schools.

The administration of the GCSD will provide ongoing staff professional development regarding the principles of customer service. This will happen during all-staff in services, collaborative groups, and individual staff conferences.
-Principals will provide ideas for talking points to instructional staff. The talking points will help instructional staff focus their discussions on working with parents as equal partners. The talking points will also serve as a reminder to instructional staff that they need to communicate with families on a regular basis.
-Dormitory managers will work with Resident Hall staff to assist instructional staff with communication to parents.

Galena Interior Learning Academy will provide other reasonable support for parental involvement activities under Section 1118 as parents may request.

(Describe/List actions the school will take to provide other reasonable support for parental involvement activities.)

Building Capacity for Engagement – Optional

NOTE TO THE SCHOOL: The school parent and family engagement policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under Section 1116(e) of the ESEA, as amended:

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each Title I, Part A school–

- may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;
- may provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;
- may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- may train parents to enhance the involvement of other parents;
- may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
- may adopt and implement model approaches to improving parental involvement;
- may establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section; and
- may develop appropriate roles for community-based organizations and businesses in parent involvement activities.

- 1) May train parents to enhance the involvement of other parents: The PAC members will be may be asked to write or share reasons that they believe being involved is beneficial. Having parents share with other parents is much more effective/influential than having paid staff share the same information.
- 2) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation:
 - The Director of Federal Programs and/or the GILA principal will attempt to arrange public informational meetings at on 2 separate days and one in the AM and one in the PM.
 - *PAC meeting notes will be available (electronically) to parents.*
 - *Whenever possible, recordings of audioconferences and Webinars will be made available to parents.*

Adoption

This school parent and family member engagement policy has been developed jointly and agreed on with parents of children participating in Title I, Part A programs, as evidenced by 2017 Consolidated Parent Committee Approval Form.

This policy was adopted by the **Galena Interior Learning Academy** on **May 20, 2017** and will be in effect for the period of **5 school years**. The school district will distribute this policy to all parents of participating Title I, Part A children on or before **October 1, 2017**.

Printed Name of Principal

Signature of Principal

Date