



THE SCHOOL DISTRICT OF PHILADELPHIA

William L. Sayre High School **Parent and Family Engagement Policy**

School Year 2022-2023

Revision Date:

5/24/22

In support of strengthening student academic achievement, William L. Sayre High School 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) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

William L. Sayre High School agrees to implement the following requirements as outlined by Section 1116:

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) of the Every Student Succeeds Act (ESSA).

- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA 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 local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) 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
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT
REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

Section A: JOINTLY DEVELOPED

William L. Sayre High School will take the following actions to involve parents 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, 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 are invited to participate in the updating of the current Parent and Family Engagement Policy and School Parent Compact at the annual Spring Title I meeting. This year, the meeting was held on May 24, 2022 during our Sayre Symposium.*
- Winter and Spring Title I meetings are held to discuss the schools budget, Parent and Family Engagement Policy(PAFEP), School/Parent Compact (SPC) and Schoolwide plan (SWP). Parents are asked for feedback on these topics to create the final version of these documents.*
- SAC team meetings quarterly.*
- Parent surveys quarterly during conferences.*
- School District Survey meeting and input at each conference for report cards.*

Section B: ANNUAL TITLE I MEETING

William L. Sayre High School 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 program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

- Annual Title I meeting in September held with a daytime offering and evening offering of meeting time.*
- This meeting will provide information to parents on Title I requirements, parent rights and responsibilities, the parent policies, schoolwide plan, academic standards, the state content standards and assessments, how to monitor your child's progress, curriculum, and how to work with educators.*
- School Messenger and Invitation Flyer developed and sent home with an RSVP during the first week of school, a week before the event, and the eve of the event.*
- During this time the Parent and Family Engagement Policy and School Parent Compact are given to parents. Those who are unable to attend can review these documents on the school's website or in the school's main office.*

Section C: COMMUNICATIONS

William L. Sayre High School will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) Information related to the school and parent 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.

-There will be a monthly communication to homes, including the monthly calendar and notes, to be sent by the last Friday of each month. Also, robo calls with this information will be sent out with this information when applicable.

-Parents will be notified whether or not Sayre High School has met our targets, via student orientation held in August (for Freshman) prior to the beginning of school in September through mailing and messenger, as well as through the formal School Report Card and on the state website. Notice will also be mailed to the homes of students in the form of parent reports.

-Email addresses of each staff member provided through the teachers' syllabus and contact sheet that is given to each child and visiting parent and posted on the website.

-Parent Conferences will be held according to the SDP calendar.

-The staff will maintain Contact Logs documenting their correspondence with families through the Google anecdotal record logs and the SIS communication logs. These logs will be updated daily and reviewed by leadership bi-monthly.

-School Programs and Parent Volunteer sign-ins and logs will be maintained in the main office.

-The leadership team will continue efforts of Parent Organizations, community partnerships and SAC team.

-Parent and family communication will be available on Main Office counter and available in various languages (all languages identified in school demographic).

-All communication from the school is sent to parents in easy-to-read language and in the languages spoken at home as requested. The Office of Family and Community Engagement is able to support the school in translating documents and telephone communication with non-English speaking parents upon request.

-Parent and Teacher Conferences will be held and a night conference will be scheduled to accommodate working families.

Section D: SCHOOL-PARENT COMPACT

William L. Sayre High School 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 parents, students, and staff of William L. Sayre High School will partner together through Student and Parent surveys, Student Government, staff meetings and SAC/Parent Input Title I meetings to develop a school-parent compact for achievement.

-Teachers will be asked to suggest out of school time partnerships and learning strategies for students at home

-Parents will be asked to provide input about various types of support they need and students shared and added what would help them meet standards of learning.

-Parents are encouraged to participate in the School Family Engagement survey that is used quarterly as a tool to collect parent feedback regarding the current Title I programs, policies and family engagement.

-Parents are invited to participate in the updating of the current Parent and Family Engagement Policy and School Parent Compact at the annual Spring Title I meeting, held this year on May 24, 2022.

Section E: RESERVATION OF FUNDS

If applicable, William L. Sayre High School will take the following actions to 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 parent and family engagement is spent by:

During the Winter Title I meeting, the current and projected budget are discussed and parents are given information about budget priorities for the upcoming year and how the Parent funds should be spent, including the 1% parent set aside. This year's meeting was held on February 3 & 4 2022.

In the Spring, parents will be invited by flyer to attend a meeting with staff to review data and finalize budget spending for Parent funds.

Section F: COORDINATION OF SERVICES

William L. Sayre High School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool 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 by:

-William L. Sayre High School will offer activities for students and younger siblings to participate in during parent workshops and conferences to allow participation for parents and families through various community organizations and outside partnerships.

-The school will coordinate with the District Office of Family and Community Engagement to provide workshops for parents and other resources to help parents support their student's learning at home.

-Information fairs will be held for families and parents to introduce area agencies to parents and families during conferences.

Section G: BUILDING CAPACITY OF PARENTS

William L. Sayre High School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

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

-Back to School Night and Title I Parent Meeting will occur in September 2022 where topics a) through e) will be covered in a powerpoint presentation that staff will present to parents as part of our Annual Title I Parent meeting.

-Parent Workshops to be held beginning in November.

-School Budget workshops: Spring 2023 when Budgets are released.

-Parent workshops based on surveyed needs and interests: The month after report card conferences (January, March, May).

-FASFA and Post-Secondary Planning: September 2022 and ongoing

-Supporting the High School Student in Social, Emotional and Academic Success: November 2022.

-Focused Parent meetings around formative and summative assessments and how to assist students with testing: monthly beginning with test preparation 2022 between, 3:15pm-4:45pm and sometimes after 6pm per the parent engagement survey.

-We will provide families training using Parent Portal (beginning in October) as a resource to support their connection to our school and their child's educational progress, as well as make certain during registration that parents are aware of Parent Portal and Student Portal and talk to their students as it relates to updates.

-Teachers will utilize SIS Gradebook, which will allow parents and students to log-on and keep abreast of their progress, as well as areas of strength and those with need for support and tutorials.

-Parents will serve as members of our CSI Steering committee

Section H: BUILDING CAPACITY OF SCHOOL STAFF

William L. Sayre High School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions 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 by:

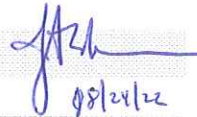
-The school will provide PD to staff to review appropriate and effective parental communication expectations at a district PD day in the Fall. Results of parent surveys will also be incorporated into this PD to inform decision making about the development of parent engagement activities and protocols.
-In addition to school district and school wide protocols, information and available online resources will be provided to all staff, including non-instructional staff, on how to improve communication and better support parents.
State Parent Advisory Council (SPAC) skits and resources.
-Educators will have the opportunity to receive additional training provided during one or more of the District professional development days scheduled and mandated on SDP Academic Calendar 2022-2023.

William L. Sayre High School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

-Sayre High will schedule and hold family meetings to share academic data and climate strengths and weaknesses, throughout the school year and will use messenger to update parents on meetings and data.
-We will invite parent comments through comment cards throughout the year and provide invitations for committee participation for improvement meetings.
-In the Spring, parents will be invited by flyer to attend a meeting with staff to review data and participate in the development of the schoolwide plan

Principal's Signature

Jamie Eberle



8/24/22

Date Signed

6/7/2022