



## Harrisburg School District

Cougar Academy  
Lincoln Building  
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Harrisburg, PA 17103  
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Ms. Jennifer Jenkins, Principal

### 2023-2024 Title I Family Engagement Policy

The Title I Parent and Family Engagement section of Every Student Succeeds Act (ESSA), Section 1116(b) requires each Title I school to develop a written parent and family engagement policy that describes the means for carrying out the requirements of Section 1116. The school must ensure that information related to school and parent programs, meetings and other activities are sent to the parents of Title I children in a format and in a language, the parents can understand.

#### Required Components

**1. Convene an annual meeting at a convenient time, to which all Title I parents shall be invited and encouraged to attend, to inform parents of their school's Title I program and to explain the requirements of Title I and the right of parents to be involved.**

- € Cougar Academy will work with parents to be involved in the planning, review and improvement of the school's Parent Involvement Policy. Students, staff and families will meet to ensure their input is included in the process of planning, reviewing, and improving the Parent Involvement Policy. Monthly meetings will occur for parental involvement.
- € Cougar Academy will involve parents in the planning process by holding :
  - € Monthly Family Nights
  - € Literacy Nights
  - € Back-To-School Night

**2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, childcare, or home visits, as such services relate to parental involvement.**

- € Cougar Academy will hold parent meetings at different times and dates throughout the school year.
- € Cougar Academy will explain that Title I funds may be used to pay reasonable and necessary expenses associated with parent involvement activities, including school related meetings and trainings during open houses, parent-teacher conferences, and/or family nights.

**3. Involve parents, in an organized ongoing, and timely way, in the planning, review, and improvement of the Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school wide program plan, if applicable, expect that is a school that has a process in place in process for involving parents in the joint planning and design of the school's programs, the school may use the process, if such process included an adequate representation of Title I.**

- Google Form from Back to School Night
- Feedback provided during PTA or Family Nights

**4. Provide Title I families with timely information about Title I programs.**

- € Cougar Academy will invite parents through robo-calls, flyers, and staff conversation to be involved in the planning, review, and improvement of the school's Title I Program.
- € Annual meetings will be held to inform parents of the school's participation in Title I program and explain the requirements of the program and their right to be involved.

**5. Provide Title I families with 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.**

- € Cougar Academy will provide parents of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. This may occur through the districts and/or school website, monthly parent meetings, and/or set parent events.
- € Cougar Academy will assist parents in understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children. This may occur at monthly meetings, set parent teacher conferences, and/or family nights.
- € Literacy Nights
- € Parent/Teacher Conferences

**6. If requested by parents, the school will provide families with 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 suggestions as soon as practicably possible.**

- € Cougar Academy will provide, 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 in a reasonable time

**7. If the school wide plan is not satisfactory to Title I parents, provide families with opportunities to submit any parent comments on the plan when the school makes the plan available to the LEA.**

- € Cougar Academy will work jointly with parents to review and revise the school parent compact plan. The compact plan will outline how parents, the entire school staff and students will all share in the responsibility for improved student achievement. This will occur at monthly meetings, parent-teacher conferences, and/or family nights. Cougar Academy will provide materials and training to help
  - € Meetings for feedback will be held in August (beginning of the year) and April (end of the year)

**8. Shall educate teachers, specialized instructional support personnel, and other staff, with the assistance of parents and family members, and in how to reach out to, communicate with, and work with parents and family members as equal partners.**

- € SPAC Skit review and discussion at staff meeting,
- € Professional development sessions

**9. Describe how the school aids parents in understanding the state's academic content standards and student achievement standards, local academic**

- € Parents to work with their children to improve their children's achievement, such as literacy training and using technology, to foster parent involvement. Monthly meetings will be established for parental input. This may occur at family nights.
- € Parent/Teacher conferences
- € Family Nights
- € Literacy Nights

**10. State that a school-parent compact was jointly developed with families and**

- Google Form from Back to School Night
- Feedback provided during parent-teacher conferences or Family Nights

**11. Describe how the school provides materials and training to help parents to work**

- Parents to work with their children to improve their children's achievement, such as literacy training and using technology, to foster parent involvement. Monthly meetings will be established for parental input. This may occur at family nights.
- Literacy Nights
- Book Fair and Read Aloud

**12. State how the school will, to the extent feasible and appropriate, coordinate, and integrate parent involvement programs including public preschool programs and**

- Elementary : Kindergarten transition meetings, Salvation Army, Capital Area Head Start, HSD's PreK Counts
- Secondary : Summer Bridge programs, HU, HACC

**13. State how the school will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents and family members**

- Cougar Academy will invite parents through :
  - Robo-calls
  - Flyers
  - Staff conversation
  - Class Dojo's translation services
  - Website with Google Translation App
  - Languages App
  - Translated documents in English and Spanish with additional languages upon request

**14. States how the school, to the extent practicable, will provide opportunities for the informed participation of parents and family members (including parents and family**

- Cougar Academy will assist parents through :
  - Robo-calls
  - Flyers
  - Staff conversation
  - Class Dojo's translation services
  - Website with Google Translation App
  - Languages App
  - Translated documents in English and Spanish with additional languages upon request

**Date last revised:**

**Date last reviewed:**

No Revisions Made- 9/8/23