

Emerson Elementary School Parent and Family Engagement Policy

PART I. GENERAL EXPECTATIONS

Emerson Elementary School agrees to implement the following statutory requirements:

- Consistent with section 1116, the school will ensure that the required school level parent and family engagement policy meets the requirements of section 1116 of the ESEA, and includes, as a component, a school-parent compact consistent with section 1116(d) of the ESEA.
- Schools will notify parents and family members of the policy in an understandable and uniform format and, to the extent practicable, in a language they can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and family members and the school.
- In carrying out the Title I, Part A, parent and family engagement requirements, to the extent practicable, Emerson Elementary School will provide full opportunities for the informed participation of parents and family members with 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 in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language they understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents and family members of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- Emerson Elementary School will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1% of Title I, Part A funds reserved for parent and family engagement is spent. The school will build its own and the parents' and family members' capacity for strong parent and family engagement, in order to ensure effective engagement of parents and family members and to support a partnership among the school, families, and the community to improve student academic achievement.
- Emerson Elementary School will provide parent and family engagement activities under section 1116 of the ESEA in the areas of improving student achievement, child development, child rearing and additional topics parents and family members may request.

PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

1. Emerson Elementary School shall take the following actions to involve parents in the joint development and review of its school parent and family engagement policy under section 1116 of the ESEA:

Emerson Elementary School will form a school Parent Planning Committee for planning and review of all components of the Title I plan.

- Parent representatives will meet a minimum of three times each year.
- Meetings will involve development and/or review of the Parent and Family Engagement Policy.
- Copies of minutes, agendas, and sign-in sheets will be submitted to the Title I director following each meeting.
- Parents and family members will be involved in an organized, ongoing, and timely way in the planning, review, and improvement of the Title I program and this policy.

2. Emerson Elementary School shall take the following actions to involve parents in the process of planning, joint development of the program, review and improvement of programs under Title I Part A of the ESEA:

Emerson Elementary School will form a school Parent Planning Committee for planning and review of all components of the Title I plan.

- Parent representatives will meet a minimum of three times each year.
- Meetings will involve development and/or review of the school compact, reviewing the Title I plan as contained in the Strategic Plan, reviewing of budget considerations, and parent engagement activities.
- Copies of minutes, agendas, and sign-in sheets will be submitted to the Title I director following each meeting.

3. Emerson Elementary School shall hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs.

Emerson Elementary School Title I staff and administrators will address such a meeting in September, at a convenient time, and will invite and encourage all parents and family members of participating children to attend.

The school will also offer a flexible number of parent and family engagement meetings, such as meetings in the morning or evening, to provide families meaningful opportunities to participate.

4. Emerson Elementary School shall provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the achievement levels of the challenging State academic standards.

- Title I staff/administrator/classroom teachers will address the programs at the meeting held in September.
- Grade level expectations will be available to parents in a written form to be distributed at the September open house and in the classroom's weekly newsletter.

5. Emerson Elementary School shall, at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

- Personal contact by phone, email, or written communication
- Appointment at school with teacher and/or administrator

6. Emerson Elementary School shall provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

- GSA results are sent to parents/guardians as soon as they are available.

7. Emerson Elementary School shall take the following actions to provide each parent timely notice when their child has been assigned to, or has been taught for four (4) or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned:

when their child has been assigned to, or has been taught for four (4) or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned:

- Written notification will be sent through the U.S. Postal Service.

8. Emerson Elementary School shall provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described below —

- the challenging State academic standards
- the achievement levels of the challenging State 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, and
- how to work with educators:
 - During the first parent planning committee meeting, in the fall of each year, the principal will provide information concerning the above stated topics.
 - During the spring of each year, the Title I staff will review with the parent planning committee the Title I requirements regarding the school's role in providing parents with an understanding of the above stated topics.
 - The Title I staff and administrator will review the school's strategic plan to ensure that each Title I school has planned activities regarding each of the above stated topics.
 - Agendas/program descriptions, handouts, minutes, parent evaluations, and sign-up sheets associated with the above named sessions will be submitted to the Title I director.

9. Emerson Elementary School shall provide materials and training to help parents work with their children in the areas of improving student achievement (including literacy training and using technology), child development, child rearing, and additional topics parents may request.

- Refer to section 5 Parent Engagement Activity in the Five-Year Strategic Plan.

The school will provide such other reasonable support for parent and family engagement activities under section 1116 as parents and family members may request.

10. Emerson Elementary School shall, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- Providing training activities for teachers, pupil services personnel, principals, and other staff in working with parents.

11. Emerson Elementary shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- Emerson Elementary School will invite federal, state, and local agencies to every parent engagement activity throughout the year.

12. Emerson Elementary School shall take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:

- To ensure that correspondence to parents and family members is written in clear and understandable language, Emerson Elementary will involve parents and family members in the composition of documents sent to families including the school's Parent and Family Engagement Policy; the parent-school compact; announcements dealing with the parents' right to know; parent and family training initiatives; and other correspondence dealing with parent and family engagement. Parents with limited English proficiency will receive translated versions of these documents whenever possible.

PART III. DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

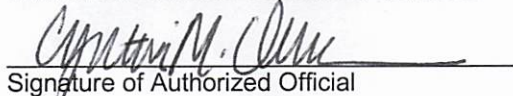
NOTE: The School Parent and Family Engagement Policy may include additional information and describe other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1116(e) of the ESEA:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions;
- Training parents to enhance the involvement of other parents;
- Arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arranging meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Developing appropriate roles for community-based organizations and businesses in parent involvement activities;
- MOVED TO REQUIRED COMPONENT #9 ABOVE

PART IV. ADOPTION

This School Parent and Family Engagement Policy has been developed jointly with, and agreed on with, parents and family members of children participating in Title I, Part A programs, as evidenced by agendas/minutes and sign-up sheets of meetings with the Emerson Parent Planning Committee.

This policy was adopted by the Emerson Elementary School on May 28, 2026 and will be in effect for the period of 2026-2027 school year. The school will distribute this policy to all parents and family members of participating Title I, Part A children on or before September 18, 2026.


Signature of Authorized Official

09/21/2026
Date

Federal Programs

SEP 22 2026