

Martin Elementary School
School Parent and Family Engagement Policy

PART I. GENERAL EXPECTATIONS

Martin Elementary 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, the school will provide full opportunities for the informed participation of parents and family members (including 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, to the extent practicable, in language parents 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 of participating children, the school will submit any parent comments with the plan when the school submits the plan to Wood County Schools.
- The school will involve the parents and family members of children served in Title I, Part A schools in decisions about how funds reserved under this part are spent for parent and family engagement activities. The school will build its own and the parents' and family members' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and family members and to support a partnership among the school, families, and the community to improve student academic achievement.
- The 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

NOTE: The School Parent and Family Engagement Policy shall include a description of how the school will implement or accomplish each of the following components. [Section 1116, ESEA.]

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

Each year, a Parent Involvement Committee is formed. The committee includes approximately two parents and at least two teachers. The committee develops/revises the parent engagement policy, school-parent compact, and aids in planning and budget issues for the Title I portion of the Five Year Strategic Plan.

- 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, including this policy and the schoolwide program plan.

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

The Title I parent committee will meet with the Title I staff to discuss the upcoming Parent Engagement Activities for the next year. Parents will also fill out surveys after each Parent Engagement Activity to aid in making changes to better the Parent Engagement program.

3. Martin Elementary 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. The school will invite all parents of children participating in Title I, Part A programs to this meeting.

Martin Elementary has an annual meeting that is held during the Open House at the beginning of the school year to explain the school's participation and the requirements of Title I, Part A.

- The annual meeting will be held at a convenient time, and all parents and family members of participating children will be invited and encouraged to attend.

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

4. Martin Elementary 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 student progress, and the achievement levels of the challenging State academic standards.

Curriculum and instruction are discussed at Parent/Teacher conferences at the beginning of the school year. Parents are given a letter detailing the GSA results.

5. Martin Elementary shall, at the request of parents, provide opportunities for regular meetings, held at flexible times, 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:

The requests of parents at Martin Elementary are taken seriously and every effort is made to accommodate parent requests. The school will respond to such suggestions by bringing them before the Title I Parent Committee and the Title I Parent Involvement Committee for discussion and necessary action.

6. Martin Elementary shall provide each parent an individual student report about the level of academic achievement and academic growth performance of their child on the State academic assessment by:

A GSA letter is given to parents when the test scores have been released explaining to parents their child's performance on the GSA.

7. Martin Elementary shall take the following actions to provide each parent timely notice when their child has been assigned 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 by:

In coordination with the Principal's Attestation, parents are made aware by letter if their child is not being taught by a teacher who does not meet applicable State certification or licensure requirements.

8. Martin Elementary 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 (Open House, GSA Explanation),
- the State and local academic assessments including alternate assessments (General Summative Assessment, iReady Math and ELA Inform),
- the requirements of Title I Part A (Open House),
- how to monitor their child's progress (Open House, iReady Math and ELA Inform), and
- how to work with educators (How to Communicate with Your Child's Teacher).

9. Martin Elementary shall provide materials and training to help parents work with their children in the areas of improving student achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster the achievement of their children, by:

Open House, Read & Roll, Hot Chocolate with Santa, Lego Night, Grade-level Parent Events.

- 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. Martin Elementary shall, with the assistance of its parents, educate its teachers, specialized instructional support personnel, principals, and other school leaders, 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 for teachers on how to work effectively with parents.

11. Martin Elementary shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs.

Martin Elementary will work with the Parent/Educator Resource Center to provide high quality workshops for parents detailing their resources available on a vast number of topics.

- To the extent feasible and appropriate, coordination will include other relevant Federal, State, and local programs, including public preschool programs and other early childhood programs serving participating children and families.

12. Martin Elementary 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 parents and family members can understand:

All materials sent home to parents relating to Title I are written in an understandable and uniform way. Flyers and brochures will be easy to read, and if necessary, written in another language for parents. The ESL teacher works with parents of her students to help with understanding of school communication. The School Messenger will be used when appropriate.

PART III. DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

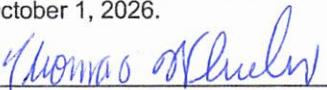
NOTE: The School Parent and Family Engagement Policy may include additional information and describe other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, 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;
- 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, arrange 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;

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 Martin Parent Planning Committee.

This policy was adopted by Martin Elementary on August 17, 2026 and will be in effect for the period of the 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 October 1, 2026.



Signature of Authorized Official

09/23/26
Date

Federal Programs

SEP 24 2026