

Title I, Part A Parent and Family Engagement Policy

It is the policy of the Rivendell Interstate School District (LEA) to plan and implement effective needs-based Title I programs, activities, policies and procedures with meaningful consultation and involvement of participating Title I parents and family members that comply with all parent and family engagement requirements, specifically those required by federal statute. As such the LEA is responsible for ensuring compliance with development and implementation of the following three documents:

1. **LEA PARENT AND FAMILY ENGAGEMENT POLICY:** As a Title I Part A served LEA we will outline and describe the ways in which we will be responsible for and address the Parent and Family Requirements listed and will develop jointly with, agree on with, and distribute to, parents and family members of participating children a written parent and family engagement policy that meets all requirements described below.

2. **SCHOOL-LEVEL PARENT AND FAMILY ENGAGEMENT PROCEDURE:** Each of our school(s) served by Title I Part A will outline and describe the ways in which the school will be responsible for and address the Parent and Family Requirements listed. Each school will jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement procedure, agreed on by such parents, that will describe the means for carrying out the requirements described below.

2a. **SCHOOL-PARENT COMPACT:** Each of our school(s) served by Title I Part A, as part of their Parent and Family Engagement Procedure, will develop jointly with, agree on with, and distribute to, parents and family members of participating children a School-Parent compact to outline 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 academic standards.

Definitions

Local Education Agency: for purposes of this policy, a supervisory union or supervisory district is the local education agency (LEA).

Parent: Includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child's welfare).

Parent and Family Engagement (PFE): The inclusion of parents, families, schools and communities in order to support learning and improve schools. Opportunities for the informed participation of parents and family members, including those who have limited English proficiency, those who have disabilities, and those of migratory children.

Implementation

The Rivendell Interstate School District will ensure the successful development and implementation of the written LEA Parent and Family Engagement Policy, School Parent and Family Engagement Procedure(s), and School-Parent Compact(s) and will address all requirements of Every Student Succeeds Act (ESSA) section 1116 in specific detail with review and revision on a periodic and timely basis.

1. LEA Parent & Family Engagement Policy

Rivendell Interstate School District (RISD)
School Year 2022 – 2023
Updated 9/2022

In order to provide all children with significant opportunity to receive a fair, equitable, and high-quality education, and to close educational gaps, RISD receives Title I, Part A funds. Therefore, in accordance with Section 1116(a)(2) of Every Student Succeeds Act (ESSA), RISD will develop, with the parents and family members of participating students, a written parent and family engagement policy. This policy will outline the Local Education Agency's (LEA) expectations and objectives for meaningful parent and family engagement and the ways in which the LEA will implement and support opportunities for parent and family involvement in order to improve student academic achievement.

Part I: General Requirements and Expectations

1. Per ESSA (1116(a)(2)) in order to support increased parent and family engagement to improve student academic achievement, RISD has the following objectives:

- Hold a family engagement event one evening during the fall and other school wide events.
- Distribute a parent survey to obtain input regarding the Title 1 procedure and compact at Rivendell Academy.
- Quarterly newsletters will inform parents and the community about current events at Rivendell Academy
- Develop regular communication with parents.

2. Per ESSA (1116(a)(2)(A)) RISD agrees to take the following actions to involve parents and family members in the joint development of its Local Educational Agency Plan under Section 1112 of ESSA:

- A draft of the plan will be distributed to parents via electronic mail.
- Parents will be given the opportunity to provide feedback regarding the plan through a survey.
- Hard copy documents will be mailed home to those without access to electronic mail.

3. Per ESSA (1116(a)(2)(A)) RISD agrees to take the following actions to involve parents and family members in the joint development of Support and Improvement Plans as described in 1111(d)(1) & (2):

- The Support and Improvement Plan will be presented to parents and family members at the annual Title 1 meeting held in the fall.
- A draft of the Support and Improvement Plan will be distributed electronically to all parents for feedback and approval.
- In cases where families do not have access to electronic mail, a hard copy of the plan will be mailed to the family.

4. Per ESSA (1116(a)(2)(B)) RISD agrees to take the following actions to provide coordination, technical assistance, and other support necessary in order to build capacity for parent and family engagement activities to improve student achievement and school performance:

- Invitations will be distributed to parents and families through electronic mail. In cases where families do not have access to electronic mail, hard copy invitations will be mailed to the family.
- RISD will hold district wide meetings where all building level Title 1 staff review practices and policies.
- Professional Development time will be allocated for Title 1 staff to create meaningful activities for family engagement, as well as time for Title 1 documentation and review of process.

5. Per ESSA (1116(a)(2)(D)) RISD will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this Parent & Family Title I, Part A Parent & Family Engagement Policy in improving the academic quality of all its Title I schools. The evaluation will include identifying the following:

- Barriers to greater family participation in Title I parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background)
- The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers
- Strategies to support successful school and family interactions

RISD agrees to take the following actions to conduct this annual evaluation:

- All Title 1 building level teams will review attendance and meeting minute records of all family engagement activities.
- All parent surveys conducted throughout the school year will be reviewed by the Title 1 building level teams to inform the district of meaningful interactions with parents and families.
- Parents will provide input through surveys, interviews, and Q&A's at school wide events.

6. Per ESSA (1116(a)(2)(E)) RISD agrees to take the following actions to use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise the LEA Parent & Family Engagement Policy, if necessary:

- Title 1 building level teams will review all parent and family input to determine necessary adjustments to the Title 1 procedures and policies.

7. Per ESSA (1116(a)(2)(F)) RISD agrees to take the following actions to involve parents in the activities of the schools:

- Parents will receive invitations to school wide events including, Title 1 events.

Part II: Building Capacity for Involvement

To ensure effective involvement of parents and support a partnership among the schools, parents, and the community in order to improve student achievement, RISD will use the following strategies:

8. Per ESSA (1116(e)(1)) RISD will provide assistance to parents of children served by the LEA in understanding the following topics:

- The challenging State academic standards
- State and local academic assessments
- Title I, Part A requirements
- How to monitor their child's progress
- How to work with educators to improve their children's achievement

RISD agrees to take the followings actions in order provide this assistance:

- RISD will create a Title 1 handbook that can be accessible to all parents and families.
- The Title 1 policies and procedures will be shared and discussed during an evening event. An online zoom meeting will be held if an in-person event cannot occur. This meeting will be recorded for families to access at their convenience.

9. Per ESSA (1116(e)(2)) RISD agrees to provide materials and training, as appropriate, to help parents work with their children to improve their children's achievement:

- RISD will provide conferences and online and printed resources for parents to review that can assist them in improving their child's achievement.

10. Per ESSA (1116(e)(3)) RISD agrees to take the following actions to educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the following areas:

- The value of contributions of parents
- How to reach out to, communicate with, and work with parents as equal partners
- How to implement and coordinate parent programs
- How to build ties between parents and school
- RISD will review and discuss all of the above areas with all staff members during regularly scheduled professional development and staff meetings.

11. Per ESSA (1116(e)(4) & (1116(a)(2)(C)) RISD will, to the extent feasible and appropriate, coordinate and integrate Title I parent involvement programs and activities with other Federal, State, and local programs and conduct other activities that encourage and support parents in more fully participating in the education of their children. RISD agrees to take the following actions to coordinate and integrate parent involvement programs:

- RISD will coordinate and integrate parent involvement in afterschool programs, sports, clubs, and other community events.
- Possible events include:
 - School Meetings/Nights/Conferences
 - a. Open House
 - b. School Wide Curriculum Nights
 - c. Parent/Teacher/Student conferences
 - d. Parent Nights

12. Per ESSA (1116(e)(5)) RISD agrees to take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand:

- Documents will be sent to parents and families in their primary language. When necessary, translation services will be provided.

13. Per ESSA (1116(e)(14)) RISD agrees to take the following actions to provide other reasonable support for parent involvement activities, as parents may request:

- RISD will review and consider activities and opportunities for learning that parents may request, such as informational literature and coordinated parent education.

PART III. ADOPTION

This LEA's Parent & Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs. This policy was adopted by RISD on 11/09/2021 during the Annual Title 1 meeting and will be in effect for the period of the 2021 – 2022 school year. The LEA will distribute this policy to all parents of participating Title I, Part A children on or before 12/1/2022

2. School Parent & Family Engagement Procedure

Rivendell Academy
2022 - 2023
September 2022

In order to provide all children with significant opportunities to receive a fair, equitable, and high-quality education, and to close educational gaps, Rivendell Academy receives Title I, Part A funds. Therefore, in accordance with Section 1116(b) of Every Student Succeeds Act (ESSA), Rivendell Academy will develop, with the parents and family members of participating students, a written parent and family engagement procedure. This procedure will outline how this school will involve parents and family members in procedure development and build capacity for parent and family engagement in order to improve student academic achievement.

Part I: Procedure Involvement

1. Per ESSA (1116(c)(1)) Rivendell Academy will hold an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of the school's participation in Title I, to explain the Title I requirements under ESSA, and to inform parents of their right to be involved. The Rivendell Academy agrees to take the following actions:

- The Annual Title 1 Parent Involvement Meeting will be held in the late Fall for the 2022 – 2023 school year. All invitations and a draft of the Family Engagement Policy and Compact will be provided electronically to parents and families through the district website. Those unable to receive electronic mail will receive hard copy invitations and draft packets. For parents and families unable to attend the meeting, it will be recorded so that they may preview it at another time.

2. Per ESSA (1116(c)(2)) Rivendell Academy agrees to offer a flexible number of meetings, such as meetings in the morning or evening, and may use Title I funds to provide transportation, childcare, or home visits, as related to parent involvement.

- In order to identify an ideal meeting time for parents and families, a poll will be

conducted in advance. Meetings that occur online will be recorded and shared so that families can review them at their convenience.

3. Per ESSA (1116(c)(3)) Rivendell Academy agrees to involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs in the following ways:

- After attending or participating in any Title 1 event or meeting, parents will be given the opportunity to provide feedback through a survey or personal communication.

4. Per ESSA (1116(c)(3)) Rivendell Academy agrees to involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of the School Parent & Family Engagement Policy and in the joint development of the schoolwide program plan in the following ways:

- Prior to the annual Title 1 meeting to review the School Parent & Family Engagement policy, the draft will be electronically sent to participating families so that they may review the document in advance. Feedback regarding the draft will be collected through survey or personal communication. Parent feedback will then be incorporated prior to the policy being adopted.

5. Per ESSA (1116(c)(4)) Rivendell Academy agrees to provide parents of participating children the following:

- A description and explanation of the curriculum in use at the school, the forms of academic assessment used, and the achievement levels of the challenging State academic standard (SBAC scores).
- Opportunities for regular meetings for parents to make suggestions and participate in decisions relating to the education of their children
- Responses to these suggestions as soon as practicably possible. The school agrees to provide these in the following ways:
 - At the annual Title 1 Informational and Engagement Meetings
 - Through progress reporting
 - Parent/student/teacher conferences
 - Newsletters and district correspondence
 - Reports on State academic standards

6. Per ESSA (1116(c)(5)) Rivendell Academy agrees to take the following actions to submit any parent comments about the schoolwide program plan when the school makes the plan available to the LEA, if the schoolwide program plan is not satisfactory to the parents of participating children:

- Parents will have the opportunity to provide feedback via surveys, meeting input, and individual meetings with staff.
- Updates to the policy will be distributed to parents through the Title 1 page on the district website or through newsletters and district communications

7. Per ESSA (1116(d)) Rivendell Academy agrees to take the following actions to jointly develop with participating parents a school-parent compact, outlining how parents, school staff, and students will share the responsibility for improved student academic achievement:

- The Annual Title 1 Parent Involvement Meeting will be held in the late Fall for the 2022 – 2023 school year. All invitations and a draft of the Family Engagement Policy and Compact will be provided electronically to parents and families through the district website. Those unable to receive electronic mail will receive hard copy invitations and draft packets. For parents and families unable to attend the meeting, it will be recorded so that they may

preview it at another time.

8. Per ESSA (1116(f)) Rivendell Academy agrees to take the following actions to provide opportunities for the informed participation of parents and family members, including providing information and school reports required under section 1111, in a format and language that parents can understand:

- Documents will be sent to parents and families in their primary language. When necessary, translation services will be provided.

Part II: Building Capacity for Involvement

To ensure effective involvement of parents and support a partnership between the school, parents, and the community in order to improve student achievement, Rivendell Academy will use the following strategies:

9. Per ESSA (1116(e)(1)) Rivendell Academy will provide assistance to parents of children served by the school in understanding the following topics:

- The challenging State academic standards
- State and local academic assessments
- Title I, Part A requirements
- How to monitor their child's progress
- How to work with educators to improve their children's achievement

The school agrees to take the following actions in order to provide this assistance:

- RISD will provide conferences and online and printed resources for parents to review that can assist them in obtaining knowledge regarding the above topics.

10. Per ESSA (1116(e)(2)) Rivendell Academy agrees to provide materials and training, such as literacy and technology workshops, as appropriate, to help parents work with their children to improve their children's achievement:

- RISD will provide conferences and online and printed resources for parents to review that can assist them in improving their child's achievement (i.e. Title 1 Parent Handbook, District Website Federal Grant Page, individual outreach).

11. Per ESSA (1116(e)(3)) Rivendell Academy agrees to educate its teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the following areas:

- The value of contributions of parents
- How to reach out to, communicate with, and work with parents as equal partners
- How to implement and coordinate parent programs
- How to build ties between parents and school

The school agrees to take the following actions to provide this support:

- RISD will review and discuss all of the above areas with all staff members during regularly scheduled professional development and staff meetings.

12. Per ESSA (1116(e)(4)) Rivendell Academy will, to the extent feasible and appropriate, coordinate and integrate Title I parent involvement programs and activities with other Federal, State, and local programs and conduct other activities that encourage and support parents in

more fully participating in the education of their children. The school agrees to take the following actions to coordinate and integrate parent involvement programs:

- RISD will coordinate and integrate parent involvement in afterschool programs, sports, clubs, and other community events.
- Possible events include:
 - School Meetings/Nights/Conferences
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 - b. School Wide Curriculum Nights
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 - d. Parent Nights

13. Per ESSA (1116(e)(5)) Rivendell Academy agrees to take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand:

- Documents will be sent to parents and families in their primary language. When necessary, translation services will be provided.

14. Per ESSA (1116(e)(14)) Rivendell Academy agrees to take the following actions to provide other reasonable support for parent involvement activities, as parents may request:

- RISD will review and consider activities and opportunities for learning that parents may request, such as informational literature and coordinated parent education.

PART III. APPROVAL

NOTE: Title I Schools should follow their local procedure for procedure approval.

This School Parent & Family Engagement procedure has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs. This procedure was approved by the Rivendell Academy Title I team on 9/10/21 and will be in effect for the period of 2022 – 2023. The Title I School will distribute this procedure to all parents of participating Title I, Part A children on or before 11/5/2022.

2a. School-Parent Compact

NOTE: It is each Title I Schools responsibility to ensure that compacts are developed and disseminated to parents annually (at the start of the school year). Documentation will be maintained that clearly shows when and how this was done.

Rivendell Academy

Keri Gelenian

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www.rivendellschool.org/schools/rivendell-academy

September 2022

What is a School-Parent Compact?

Per ESSA (1116(d)) the School-Parent Compact is a written document designed to build partnerships, be jointly developed with parents and families of Title I Participating students that clearly outlines the goals and shared responsibilities of students, parents, and the entire school staff in improving student academic achievement.

Our Goals

- District goals
 1. Increase proficiency in SBAC math and ELA assessments
 2. Implement MTSS system to support student social and emotional wellbeing
 3. Improve school community culture and climate
- Schools Goals
 1. Increase student math achievement
 2. Increase student mental health supports
 3. Design and Implement student digital portfolio for personal learning.

Rivendell Interstate School District Parent-School Compact

High Standards and Expectations

Student	Parent/Guardian	Staff
<ul style="list-style-type: none"> ● I will be at school on time every day prepared to learn. ● I will work hard and do my best. 	<ul style="list-style-type: none"> ● I will make sure my child attends school on time every day prepared to learn and has appropriate sleep, nutrition, and clothing. ● I will support my child's efforts and celebrate the success. 	<ul style="list-style-type: none"> ● I will provide a welcoming environment. ● I will communicate high standards for student performance and clear expectations for what students will learn.

Learning

Student	Parent/Guardian	Staff
<ul style="list-style-type: none"> ● I will listen and do my best in class. ● I will participate fully in classroom activities. ● I will work hard and complete assignments. ● If I do not understand, I will ask for help. 	<ul style="list-style-type: none"> ● I will know how my child learns best and share that information with the school. ● I am open to sharing my skills and expertise at school if requested. ● I will read and use numbers daily with my child. ● I will monitor homework daily and support completion of school assignments and ask for help when I have questions. 	<ul style="list-style-type: none"> ● I will provide appropriate instruction based upon Vermont's standards and district curriculum. ● I will keep up with current research and best practices. ● I will assign appropriate homework. ● I will identify and teach according to student learning styles.

Safe & Drug-Free Schools

Student	Parent/Guardian	Staff
<ul style="list-style-type: none"> ● I will treat staff, parents, other students, and visitors with respect. ● I will follow classroom and school rules and will be in control of my behavior. ● I will talk to a trusted adult if I am aware of bullying or 	<ul style="list-style-type: none"> ● I will treat staff and students with respect. ● I will support and reinforce classroom expectations and school rules. ● I will talk with my child about bullying, and promote safe and drug-free schools. 	<ul style="list-style-type: none"> ● I will treat students, parents, and staff with respect. ● I will clearly communicate school behavior expectations. ● I will take steps to prevent bullying and promote safe and drug-free schools.

unsafe behavior.		
Communication		
Student <ul style="list-style-type: none"> ● I will ask for help when I need it. ● I will talk with my family about what I learn and do at school every day. 	Parent/Guardian <ul style="list-style-type: none"> ● I will use school information sources (planners, newsletters, email, and websites) to keep up with school issues and activities. ● I will participate in parent involvement opportunities and three-way conferences. ● I will ask for help when I need it. 	Staff <ul style="list-style-type: none"> ● I will maintain regular communication with parents, including information on student progress. ● I will provide family involvement opportunities and encourage participation.

This School-Parent Compact has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs. This compact was approved by Rivendell Academy on 11/9/2021 and will be in effect for the period of School Year 2022 - 2023. The Title I School will distribute this procedure to all parents of participating Title I, Part A children on or before 12/1/2022.

Legal Reference: Every Student Succeeds Act, Section 1116. 20 U.S.C. 6318.