Lowell Elementary School
Parent and Family Engagement Policy

School Year 2022-2023
Revision Date:
5/19/22

In support of strengthening student academic achievement, Lowell Elementary 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).

Lowell Elementary 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
Lowell Elementary 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.

Winter/Spring Title I parental input meetings.
Student Advisory Council (SAC) meetings
Parent Town Hall Meetings
Parent input on surveys.
A meeting was held on 2/23/2022 to jointly develop this policy with parents and staff.
A meeting was held on 5/19/2022 to revise the Parent and Family Engagement Policy.
A parent meeting will be advertised and held in Spring, 2023 to develop next year’s policy.

Section B: ANNUAL TITLE I MEETING
Lowell Elementary 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.

During Back to School night, to be held September 2022, school staff will make a presentation to parents that will include information on Title I requirements, parent documents, the schoolwide plan, the state academic standards and assessments (PSSAs), monitoring your child’s progress, working with educators, and the curriculum and interventions used by the school.

Section C: COMMUNICATIONS
Lowell Elementary 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.

The Parent and Family Engagement Policy and Compact will be distributed to the students in the Fall in the 2022-2023 Handbook for Parents and Students Tuesday.
School meetings, workshops and parent conferences are held at various times during the day to allow for greater parent participation.
The School communicates with parents in the following ways:
Produce all communication in parents/guardians primary language.
Robo calls.
Flyers.
School Monthly Calendars.
Social Media and Class Dojo
Monthly School Newsletter
Digital Sign outside of the school building.

Section D: SCHOOL-PARENT COMPACT
Lowell Elementary 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 Family Engagement Liaison and parents met on February 19, 2020 to gain feedback on the development of this year’s school-parent compact. Parents were invited via a flyer and a robocall.
Parents were invited to a Spring parent meeting to revise the School-Parent Compact on May 21, 2021.
Parents will be invited to a Spring parent meeting to discuss next year’s School-Parent Compact in the Spring of 2022.
Section E: RESERVATION OF FUNDS

If applicable, Lowell Elementary 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:

Utilize the feedback from parents/guardians at last year’s Winter Title I meeting held on February 23, 2022. Parents will be invited to a Winter Title I meeting in the coming year to give input into the uses of Title I funds, including the 1% parent set-aside. The School’s Family Capacity Family Engagement Survey will provide an additional vehicle for feedback around the spending of Title I parent funds.

Section F: COORDINATION OF SERVICES

Lowell Elementary 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:

Coordinating with the following organizations and activities:
FACT workshops.
Parent resource room at PSD & Lowell Elementary.
Family Engagement Liaison.
KI Synagogue
Eat Right Philly
Free Library of Philadelphia (Sth & Tabor Rd)
LaSalle University
Elwyn-STS (School Therapeutic Services)
Eagle’s Eyes Mobile
Ronald McDonald Denial Care - St. Christopher’s Hospital
IBHS for Student Behavior Support

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.

Section G: BUILDING CAPACITY OF PARENTS

Lowell Elementary 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

During Back to School night, Title I topics will be discussed including: Title I requirements, parent documents, the schoolwide plan, academic standards and assessments, monitoring your child’s progress, working with educators, and curriculum. Parent/guardian workshops will be offered during the year. Specifically, Literacy and Math nights training will also be provided to parents on Usage of Parent Portal, intervention programs that children can utilize at home, Class Dojo App and Summer literacy materials to send home during summer break. Topics a) through e) listed above are covered in a powerpoint presentation that staff will present to parents as part of our Annual Title I Parent Meeting at back to school night.

Section H: BUILDING CAPACITY OF SCHOOL STAFF
Lowell Elementary 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:

<table>
<thead>
<tr>
<th>Grade Group/Prep meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Working with parents as partners and how to communicate with parents will be discussed with staff at a district defined Professional Development day for staff and teachers. The results of the parent survey will also be incorporated into this PD to inform decision making about the development of parent engagement activities and protocols.</td>
</tr>
</tbody>
</table>

Lowell Elementary School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

<table>
<thead>
<tr>
<th>Open communication among teachers and parents/guardians.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utilize Family Engagement Liaison at school, provided by the School District of Philadelphia.</td>
</tr>
<tr>
<td>Involve more community members, parent volunteers, and stakeholders within the community.</td>
</tr>
</tbody>
</table>

Principal's Signature

Chantal Barr

Date Signed
August 10, 2022

Chantal Barr
August 18, 2022
Lowell Elementary School
School-Parent Compact

School Year 2022-2023
Revision Date:
05/19/2022

Dear Parent/Guardian,

JOINTLY DEVELOPED

On May 19, 2022, a parent's meeting was held to revise this School-Parent Compact.

To understand how working together can benefit your child, it is first important to understand the district's and school's goals for student academic achievement.

The Board of Education's updated Goals and Guardrails are available on the School District Website at www.philasd.org.

Lowell Elementary School GOALS

1. At least 60% of K Students and 75% of 1st and 2nd grade students will make at least one year's worth of growth a year.
2. At least 70% of Kindergarten students and 50% of 1st and 2nd grader students will score at target by the Spring A.
3. No more than 25% of 3rd grade students will score below basic on the 3rd Grade PSSA-ELA assessment, as measured.
4. At least 50% of students will attend 95% of the days or more. (No more than 15% of students will attend less than 95% of the days.)
5. 100% of Kindergarten through 2nd grade students will have 0 out-of-school suspensions.

To help your child meet the district and school goals, the school, you, and your child will work together:

To help your child meet the district and school goals, the school, you, and your child will work together:

SCHOOL/TEACHER RESPONSIBILITIES:

Lowell Elementary School will:

Parent-teacher conferences will be held during report card time and as requested by the parent/guardian. Each September we hold a Back To School night (tentative September 2020) for parents and guardians where we review Title I information, general expectations and offer appreciation to parents for their support. Teachers meet with the parents of their students in the classrooms and review the curriculum and their classroom management plans for behavior. Report Card Conferences will be held November 2021, February 2022 and April 2022. Interim Reports are scheduled for: October 2021; December 2021; March & May 2022.
PARENT RESPONSIBILITIES:

We, as parents, will:

- Ensure school has updated contact information (phone/address and emergency contacts)
- Monitoring student attendance and behavior.
- Make sure that homework is completed.
- Monitor amount of television and social media my child watches.
- Participate, as appropriate, in decisions relating to my child’s education.
- Promote positive use of my child’s extracurricular time by using school online interventions.
- Stay informed about my child’s education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Be responsive to my child’s needs (uniform, breakfast, on-time pickup, etc.)
- Attend school workshops
- Submit absence notes in a timely manner
- Ensure technology needs are handled appropriately and timely for student learning

STUDENT RESPONSIBILITIES:

- Do my homework every day and ask for help when I need it.
- Read at least 30 minutes every day outside of school time.
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.
- Be present every day, all day and on time ready to learn.
- Be responsible in the school-wide expectations.
- Be in full uniform every day and dress appropriately for dress down days

COMMUNICATION ABOUT STUDENT LEARNING:

Lowell Elementary School is committed to frequent two-way communication with families about children’s learning. Some of the ways you can expect us to reach you are:

Staff will be available to consult with parents through phone conferences and appointments made during, before or after the school day. Though we do not interrupt instruction, parents may ask for an appointment with teachers to discuss the child’s progress. Teachers may be available before and after school and during their prep times. Check with your child’s teacher for availability.

Teachers will communicate by phone, email and/or in writing on a daily/weekly basis as needed. Teachers may use mobile apps such as Class Dojo. Each marking period parents will be notified through progress reports (October and December 2022; March and May 2023) if their child is failing and be given the opportunity to address the situation. Parents may also monitor progress via the Parent Portal (https://www.philasd.org/pfportal). Teachers may send home daily behavior reports and copies of test scores and other grades. Students with IEP’s have progress monitoring, which is shared with parents on a regular basis and at the annual IEP meeting. Robocalls will be utilized at least 2x per month to update families of upcoming events.

ACTIVITIES TO BUILD PARTNERSHIPS:

Lowell Elementary School offers ongoing events and programs to build partnerships with families.
Opportunities are advertised through flyers sent home by classroom teachers and the School Advisory Council (SAC) meetings.
Recruitment at Back to School Night, and other announcements via SIS.
There will be two Kindergarten open houses to showcase the kindergarten classrooms to be held in March and May of 2022. Parents are welcome to volunteer, with proper clearances, in the school (not classrooms).
Lowell Back to School Block Party in August.