

Provost Elementary

2023-2024 Parent & Family Engagement Policy

All schools receiving Title I funds are required under section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy. This policy, developed jointly with parents, describes how the school will carry out meaningful parent and family engagement.

GENERAL

Parents and family members are involved in the development of the school parent and family engagement policy. At Provost Elementary, we involve our stakeholders by holding monthly/quarterly meetings with the Parent Teacher Association (PTA).

POLICY INVOLVEMENT

Annual Meeting

An annual meeting is held each year in the fall. At this meeting, information is shared with stakeholders that consists of an explanation of Title I, how funds are allocated, student performance in literacy and math, intervention and enrichment opportunities for students, and ways that stakeholders communicate with the school. You may find our annual meeting information here: <https://provost.provo.edu/title-i/>.

Flexible Meetings

We offer flexible meeting times for parents and families to participate in decisions regarding their children. We offer before and after school hours for parents to meet with teachers and/or administration. We hold Student Education Plan (SEP) conferences from early afternoon to later in the evening in order to accommodate parents' schedules; this allows parents to give feedback, ask questions, and get support. Timely notification about family-student activities may include the school website, parent-connect link, personal phone calls, emails, paper flyers, online scheduler (SEP conferences), and social media.

Involve Parents

Parents are involved in the creation of this document and planning of family-student engagement activities through SEP conferences, ongoing surveys and meetings with PTA, school-collected data from various family-student activities, and an annual district survey for parents and students.

SHARED RESPONSIBILITY - HIGH STUDENT ACADEMIC ACHIEVEMENT

The Provost School Parent Family Compact outlines shared responsibilities for high student academic achievement and is developed jointly with parents, teachers, administrators, and students. Please see our school's compact here: <https://provost.provo.edu/title-i/>.

BUILDING CAPACITY FOR INVOLVEMENT

To improve academic achievement and to ensure effective involvement of parents and the community to support a partnership with the school, Provost Elementary will:

1. **Share with stakeholders**, at least three times a year, Utah Core Standards, state and local assessment information, and ways parents can monitor their student's academic success. At Provost Elementary, we will share this information by creating and giving standards reports to parents at SEP conferences or by other means a minimum of 4 times a year.
2. **Provide materials and/or training for parents** to work with their children to improve their children's achievement in literacy or through using technology. At Provost Elementary, we do this by providing grade-level and school activities that focus on academic success. These activities would include family-student nights which provide parents with the tools that they need to help support their children with grade-level curriculum.
3. **Provide professional development (PD)** for administrators, teachers, and instructional support personnel (with assistance from parents), on the value of parents as equal partners and building ties between parents and the school. At Provost Elementary, we do this in collaboration and coordination with the PTA and as an ongoing agenda item in our PD throughout the school year.
4. **Coordinate parent involvement programs and activities** with other Federal, State, and local programs that encourage and support parents in more fully participating in the education of their children. Coordinate parent involvement programs and activities with other Federal, State, and local programs that encourage and support parents' capacity to be more fully engaged in the education of their children. At Provost Elementary, we do this by having regular meetings between parent and teacher liaisons that coordinate with the Title 1 Coordinator and other school staff.

ACCESSIBILITY

To the extent practicable, Provost Elementary will ensure that information for parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) is in a language that they can understand. This includes standards reports and essential school information.

This document was developed jointly by a team of parents, teachers, and administrators on various dates between Spring 2023 and Fall 2023.