



# David W. Kistler Elementary School

## Title I Parent and Family Engagement Policy



**2023-2024**

**We at Kistler Elementary believe the most significant key to your child's success is the positive impact created by parents and teachers working together as a team.**

The Dr. David Kistler Elementary School Title I Program values the involvement of parents and families and has developed this policy jointly as a team. Parents and families will have ample opportunity to revise and evaluate this policy each school year. The purpose of this policy is to outline how the Dr. David Kistler Elementary School will carry out the following requirements jointly with parents and families throughout the school year.

1. Parents and family members will be involved in the **joint development of the Title I program** at Kistler Elementary in the Wilkes-Barre Area School District through the following:
  - a. Invited to a meeting to review parent policies and compacts offering ideas, suggestions, and concerns.
  - b. Give suggestions and insight during the school year by filling out surveys and questionnaires.
  - c. Attending events at Kistler such as but not limited to:
    - i. Annual Title I Parent Meeting
    - ii. Kindergarten Orientation
    - iii. Back to School Night (Open House)
    - iv. Parent - Teacher Conferences (Twice a year)
    - v. Math & Reading Workshop (Standards and assessments discussed)
    - vi. STEM Night
    - vii. Trunk or Treat
    - viii. Kris Kringle Christmas Drive through
    - ix. Book Bingo
    - x. Multicultural Night
2. Kistler Elementary School will hold **an annual meeting at a convenient time** for parents and family members. During Back to School Night, parents and family members are invited to:
  - a. Watch the Wilkes-Barre Area Title I Federal Programs PowerPoint.
    - i. Parent Liaison will further discuss future school events for families to participate in
  - b. Meet with teachers and school staff
  - c. Answering surveys and completing questionnaires
  - d. Being an active member of a Parent Advisory Council
  - e. Take Channing Bete materials that provide educational information on several topics
3. Kistler Elementary School helps to **offer a flexible number of meetings in the morning and evening** by:
  - a. Offering flexible virtual meetings

- b. Holding events at Kistler which is in walking distance from most homes at a variety of times
  - c. Handouts are translated into Spanish and a bilingual Social Worker will be present if possible. Other language available upon request
  - d. Upon request, parents who cannot attend will have materials sent home with children
  - e. Holding events at various times based on survey results from prior events
4. Parents and family members will be **continuously involved in the planning, review, and improvement of the Title I program and parent and family engagement program** by:
  - a. Attending meetings/events to provide revisions and input about the parent and family engagement program
  - b. Providing planned parent and family engagement events where parents are asked for feedback
  - c. Including Parents in the planning of future school events
5. Kistler Elementary School **provides parents information about Title I programs in Spanish and English in a timely manner** by:
  - a. Sending a paper copy in the “Welcome Packet” sent home the first day of school
  - b. Adding a digital copy to the Title Google classroom
  - c. Sending a SkyAlert call
  - d. Sending monthly Title I newsletter, titled “Helping Children Learn” and Title I district spotlight showcase of events will be sent home and available on the google classroom
6. We will provide parents a **description and explanation of the curriculum and assessments that are used to measure student progress and achievement of the Pennsylvania state standards** by:
  - a. Links to curriculum scope and sequence, and core standards are available on the district website and can be found in the curriculum tab in the Title I google classroom.
  - b. Curriculum and assessments are discussed at Back to School Night, Parent Teacher Conferences and Title I Math & Reading Workshop events
  - c. Parents have access to online parent portals for curriculum
  - d. Assessment scores are sent home in the form of a paper copy
7. If requested by parents, **opportunities will be provided to hold regular meetings to formulate suggestions and to participate in decisions relating to their child and respond to any suggestions as soon as possible.**
  - a. Guidance counselor, classroom teacher, administrators, social worker, behavioral support, and Title I parent liaison are available to meet virtually at the parents’ request.
  - b. Parent Teacher Conference Meetings held twice per year
  - c. PTO meetings
8. Kistler Elementary School will **involve parents and family members in a joint development of the schoolwide program plan under section 1114 per ESSA** by: (ESSA, Section 1116 (5))
  - a. Encouraging all parents to fill out a revision forms handed out in the “Beginning of the year” packet, available at all Title I events and available on the Kistler Title I google classroom

- b. Attending the Title I annual parent meeting
9. **The Kistler elementary compact will be developed with parents and family members. The compact will outline how school staff, parents, and students will create a partnership to jointly share in the responsibility to improve students' academic achievement by:**
  - a. Holding Parent Teacher conferences two times per school year. Parent's will be encouraged to visit the Title I table to discuss the compact related to their child's academics.
  - b. Sending home to parents pertaining to their child's academic success
  - c. Communicating regularly (in person, phone, or virtually) with parents and family members in a language most comfortable to the parent
  - d. Meeting with parents, students and family members to get their suggestions for making any revisions to the school compact at Back-to-School night. The compact revision form will be sent home with students in the "beginning of the year" packet for those parents who can't attend
10. **Kistler Elementary School will provide parents and family members with assistance in understanding the state standards and school assessments, how to monitor student progress, and working with classroom teachers to improve the achievement of students by:**
  - a. Providing additional handouts and pamphlets (i.e., Channing Bete, educational websites, creative ways to help kids read) to parents and family members on the Title I google classroom, at every Title I event, and in the office on the Title I bulletin board
  - b. Parent Liaison and Kistler staff will be available to meet virtually or speak to parents over the phone to answer any questions
  - c. Attending the Title I annual parent meeting
  - d. Standards and assessments presented to Parents at multiple events each year
  - e. Title I "Helping Children Learn" monthly newsletter and Title I district spotlight
11. **At Kistler, we will provide materials and training to help parents and families to work with their child to improve the child's academic success by:**
  - a. Attending the Title I Math & Reading Workshop. Parents and family members will be given resources and materials to help their child get prepared for state testing
  - b. Watching the WBASD provided video on how to be a good "digital citizen"
  - c. Copyright policy available at Title I Parent & Family Engagement Events.
12. **Kistler Elementary School will educate teachers, instructional support personnel, and other staff, with the help from parents, in the value and utility of contributions of parents and family members, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build a relationship between parents and family members and the school by:**
  - a. Sending home a paper copy of all federal documents in Spanish and English in the "beginning of the year" packet on the first day of school
  - b. Posting all federal documents, event fliers, and parent resources in Spanish and English on the Title I google classroom
  - c. The WBASD website also lists a variety of Title I resources for parents and family members to view
  - d. Participating twice a year in State Parent Advisory Council (SPAC) training

- e. Earning ACT 48 credits during In-service days and on their own time
13. Kistler Elementary will **coordinate and integrate parent and family engagement strategies with other Federal, State, and local laws and programs** through the following:
- a. Collaborating with Children’s Service Center to bring a school behavior team (SBBH) within the school system to meet special needs of students.
  - b. Partnership with Head Start to provide on-site Kindergarten registration within the Wilkes-Barre Area School District.
  - c. Coordinating with Head Start in parent involvement training, early intervention, and literacy support.
  - d. Referring families to various community agencies for assistance with special needs.
  - e. Partnering with the Luzerne Intermediate Unit (LIU) to include them in school wide activities and special events.
  - f. Joining forces with UGI to bring the Reading is Fundamental (RIF) program to supply first graders with three new grade appropriate books a year.
  - g. Holding the Commission on Economic Opportunity (CEO) monthly food pantry for Kistler families.
  - h. Organizing a partnership with the United Way of Wyoming Valley for the nurse’s pantry, loads of love, book buddies, cool reader’s club book fair, turn the page and ice cream party rewards. The organization also pays for the salary of a full time bilingual social worker.
  - i. Organizing the Foster Grandparent program run through the Telespond Corporation to bring community members into our school to work with our students.
  - j. Engaging students in educational opportunities in the Power Scholars summer learning program through the Greater Wyoming Valley Wilkes-Barre YMCA.
  - k. Partnering with Building Blocks to provide a free four-year-old program for Wilkes-Barre area children at the Wolfpack Early Learning Academy
  - l. Partnering with Wilkes University to bring the SHINE after school tutoring program
14. At Kistler Elementary School **we ensure all information related to school and parent programs** is sent home on paper and a digital copy is added to the teacher’s platform and Title I Google classroom.
- a. All parent notifications are translated to Spanish and additional language translation upon Parent request.
15. Kistler staff works hard to **provide parents and families opportunities for the informed participation of parents and family members** (including parents who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) by:
- a. Holding all building events at Kistler elementary, which is in walking distance to most students’ homes and is ADA accessible.
  - b. Translating all materials into Spanish and English. School social worker will be at events to translate for parents.
  - c. Sending material home with the student, if requested, from any Title I event if the family cannot attend.