



# ARCTIC LIGHT SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN

As authorized under ESEA, as amended

School Year 2018-2019  
Revision Date: 10/24/2018

## Contents

Overview .....	2
Required Parent and Family Engagement Policy Components .....	3
Joint Development.....	3
Annual Title I, Part A Meeting .....	3
Communications .....	4
School-Parent Compact.....	5
Reservation of Funds .....	5
Coordination.....	6
Building Capacity of Parents and Family Members .....	7
Building Capacity of School Staff .....	7
Building Capacity for Engagement – Optional .....	8
Adoption .....	9

## Overview

In support of strengthening student academic achievement, **Fairbanks North Star Borough School District** 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)(1) of the Elementary and Secondary Education Act of 1965 (ESEA), as amended. The policy establishes the district's expectations and objectives for meaningful parent and family involvement and describes how the district will implement a number of specific parent and family engagement activities.

The **Fairbanks North Star Borough School District** agrees to implement the following requirements as outlined in Section 1116 of the ESEA, as amended:

- 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)(2) of the Elementary and Secondary Education Act of 1965 (ESEA), as amended. [§1118(c)(3)]
- Update the school parent and family member policy periodically to meet the changing needs of parents and the school, distribute it to the parents and family members of participating children, and make the parental involvement policy available to the local community. [§1118(b)(1)]
- In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of 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), including providing information and school reports required under Section 1111 of the ESEA, as amended, in a format and, to the extent practicable, in a language such parents understand. [§1116(e)(4)]
- If the schoolwide program plan under Section 1114(b)(2) of the ESEA, as amended, 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 district. [§1118(c)(5)]
- The school district will be governed by the following definition of parental involvement and expects that its Title I, Part A schools will carry out programs, activities, and procedures in accordance with this definition:
  - Parent Involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—
    - that parents play an integral role in assisting their child's learning;
    - that parents are encouraged to be actively involved in their child's education at school;
    - that 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; and
    - the carrying out of other activities, such as those described in section 1116. [§8101(39)]

## Required Parent and Family Engagement Policy Components

### Joint Development

**Arctic Light Elementary School** will take the following actions to involve parents and family members in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I, Part A 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.

- Parent Teacher Conference Days include specific Title I input and feedback opportunities
- Our parents learn about our Title I status through our bi-monthly school newsletters, monthly paper newsletters, events, websites, PTA meetings, Title I meetings, and parent nights. These communications give parents information to engage me in the hallways, entrance and outside during drop-off/ pick up. Once informed these parents add their own insights.
- Our budgets and programs are explained during our parent nights, parent events, PTA/ Title I meetings, and through our electronic forms of communication. These too elicit responses from our parents. Topics that involve funding create parent input.
- Our PTA meetings are once a month and include a principal report time during which I share school events as well as progress with our Title I goals. Parents lend their input and guidance for our programs during these meetings. Afterwards parents contact me about their concerns and ideas for our Title I programming.
- Titlewide Meetings are less frequently but include parent involvement and evaluation. Oct 19<sup>th</sup> is this year's meeting.
- Parent Nights include our Open Houses and Title I Parent Engagement Nights. During these Title I sponsored events parents see directly how the programs are implemented and how funding is being used. Parent Evaluations help guide our program.ss
- Staff Meetings and Title I and School Leadership meetings allow for staff input towards our Title I programming and budgets. These meet monthly to develop our plan, events, and professional development.

### Annual Title I, Part A Meeting

**Arctic Light** 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, Part A program, the nature of the Title I, Part A program, the parents' requirements, the school parent and family policy, the schoolwide plan, and the school-parent compact.

- Annual Title I Meeting held on Sept 13, 2018
- Parents are surveyed in the fall to determine the best time to hold parent meetings
- The Title I Brochure is available on the school's website's dedicated Title I page: [www.k12northstar.org/site/Default.aspx?PageID=1654](http://www.k12northstar.org/site/Default.aspx?PageID=1654)
- Parents responded well to our school Title I goals, work on these goals, scores on our goals, and efforts to improve our school. They learned their rights to be involved, as well as the times, methods, and evaluations to connect with Title I Leadership team to share their ideas.
- Parents learned that the majority of our Title I budget is to support their child's Core Instruction and SEL

through the hiring of personnel. If some parents wanted to take it to the next level, they could apply for our several open positions.

## Communications

**Arctic Light Elementary School** will take the following actions to provide parents of participating children the following:

- Timely information about Title I, Part A programs.
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parental involvement.
- A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards.
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
- Information related to the school and parent and family member 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.

*Arctic Light Elementary School will take the following actions to provide parents of participating children the following:*

- Posted on the school's website: <https://www.k12northstar.org/arcticlight>
- Parent-Teacher Conferences in the Fall and Spring
- The annual Open House scheduled: Sept 11, 2018
- The Annual Title I/School Report Card Parent Meeting scheduled: Sept 13, 2018
- AK STEPP / Title I Planning Team Meetings – parents are involved in developing the AK STEPP Plan and Family Engagement Policy every year
- Interpreters are provided for bilingual families to help communicate during meetings
- Our parents learn about our Title I programming through multiple avenues and in turn they can share their thoughts and concerns through multiple avenues.
- Our first and most common form of communication is our school website. On this site we explain our school, Title I programming, and activities. Our recent school video is important for the many families who have not traveled this far north or experienced this climate.
- Bi-monthly we produce a school newsletter through Smore, for which the link is texted to our parents. Smore programs allow for analytics of newsletters which reveals numbers of opened letters as well as time amounts on each link. These newsletters include Title I updates, events, and programming.
- Monthly we produce a paper newsletter similar to the online Smore newsletter. This includes similar Title I news.
- Outreach to families is important for our population of transient soldiers. Our Title I 'On-Boarding' Secretary has a thorough orientation program for each family. This 'On-Boarding' creates stronger ties and quicker engagement with our programming.

- The secretary makes ‘checking in’ calls to find out about the child’s adjustment to our school. This secretary works closely with our ELL staff to provide or coordinate services for families that need language interpreters.

### School-Parent Compact

**Arctic Light 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 District’s School-Parent Compact is annually reviewed with parents by their child’s classroom teacher at Fall Parent/Teacher conferences.
- Input and feedback about the compact is noted and shared with the district (beginning 2018-2019)
- Our school-parent compact is distributed, reviewed and signed by our parents during the beginning of the year.

### Reservation of Funds

The **Fairbanks North Star Borough School District** will 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 parental and family engagement is spent. *(Only applicable to districts with an allocation of \$500,000 or more.)*

- Funds reserved under this section by the district agency shall be used to carry out activities and strategies consistent with the district’s parent and family engagement policy, including not less than 1 of the following:
  - (i) Supporting schools and nonprofit organizations in providing professional development for local educational agency and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.
  - (ii) Supporting programs that reach parents and family members at home, in the community, and at school.
  - (iii) Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.
  - (iv) Collaborating, or providing subgrants to schools to enable such schools to collaborate, with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement.
  - (v) Engaging in any other activities and strategies that the local educational agency determines are appropriate and consistent with such agency’s parent and family engagement policy.

- AK STEPP / Title I Planning Team – parents are involved in developing the AK STEPP Plan planning every year
- AK STEPP / Title I Planning Team is a collaborative- decision making body that outlines goals and objectives for the Title I Program for the year. Parent representatives participate -at minimum- at the Titlewide meetings three times per

year. Fall Meeting focus is Parent Engagement strategies and events planning for the year; Winter Meeting focus is Program Evaluation, Data Review and Needs Assessment; Spring Meeting focus is Schoolwide Improvement

- Plan Peer Review.
- Evaluations and feedback from Family Nights/Events are collected and reviewed and directly influence the direction for future events
- This is a quick announcement during our Sept 13<sup>th</sup> meeting with the extension for parent input.

## Coordination

**Arctic Light Elementary School** will coordinate and integrate parent and family engagement strategies under Title I, Part A with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs.

We have several programs that create a wide range of positive programs for our Title I Goals.

- First is our Title I Tutors. These tutors push into classrooms for targeted tutoring of 3-6 students. All classrooms receive this tutoring. These tutors also provide Targeted Time Preps for K-3 40 minutes every 4 days. This increases instructional on level time greatly for our primary students.
- Our Title I Instructional Coach works closely with staff to improve their Core Instruction. This includes video taping, conferencing, and professional development. Teachers and the coach reviewed scores on MAP and AIMS from the beginning of the year.
- Title I staff, Title I Leadership team members, and parent inputs help coordinate our Family Engagement events.
- Our Title I and District BIAs create positive incentives for our students. These programs include: Positive Tickets, 100s board, Mittens, and the Monthly House competitions for Do Good Work, Be a Friend, Everyday.
- Kiwanis and North Haven Communities provide BUG Club and Terrific Kids for our students. These programs increase student focus on good grades and good behavior. Students/ families receive certificates and end of the year parties.
- North Haven Communities provides the school space during a before school community carnival. At our booth we provide families with school information including our Title I programming. Parent input is also provided at this event.
- Sgt Audie Murphy Club is currently working with classrooms to improve their academics. These award winning soldiers are good role models for our students. The encouragements are currently monthly.

## Building Capacity of Parents and Family Members

**Arctic Light Elementary School** will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following:

- Providing parents and family members 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 proficiency levels students are expected to meet.
- Providing parents and family members materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement
- Providing assistance to parents of participating children, as appropriate, in understanding such topics as the following:
  - The challenging State academic standards.
  - The State and local academic assessments.
  - The requirements of Title I, Part A.
  - How to monitor a child's progress.
  - How work with educators to improve the achievement of their children.

Our Title I staff provide a wide range of parent supports, online resources, equipment and events for our Title I goals of Core Instruction and SEL.

- Digital resources include: Accelerated Reader, Chromebooks, and Mystery Science. These products help families who do not have such at home.
- Our 'On-Boarding' secretary assists parents with their PowerSchool account: creation and usage of the program to access student grades, communication, and lunch accounts. Some learn the desktop version but most use our smartphone App.
- Parent events include: Open House events that instruct families about teacher expectations and routines.
- Our parent communication includes: website updates, text messages, and bi-monthly newsletters that include important pieces of information and links to helpful sites.
- Our Family Engagement Nights include: Taco Tuesday Tech Night, Alaska Cultures, and Literacy Night that instruct parents about best teaching practices. Other events include: Fall Festival, Book Fair Preview & Selection Night, Dances, and Field Day for which many parents volunteer.

## Building Capacity of School Staff

**Arctic Light Elementary School** will, with the assistance of its parents, educate its teachers, specialized instructional support personnel, principals, other school leaders, and other staff on how to reach out to, communicate, and work with parents as equal partners, in the value and utility of contributions of parents, and how to implement and coordinate parent programs and build ties between parents and schools.



- Districtwide professional development (September 28, 2018)-Culturally Responsive Teaching
- Encourage participation of school staff at districtwide program events such as Alaska Native Education Potlucks, ELL/ANE America's Cultures Week Potluck
- Teacher and staff participation at Arctic Light's Family Events
- Arctic Light's Family Events are led, planned and organized by school staff
- Parent participation side by side with school staff on the Title I team develops positive working relationships and ensures open communication
- (2018-2019) topic for discussion during a staff meeting and/or PLC
- Arctic Light Title I Goals are Core Instruction and SEL for 2018-2019. The home/ school communication is key for making these goals a success. Parents have traditionally shown much interest in the SEL aspects of schooling. As a CHAMPS school parents learn about our structured approach to classroom management. Recently parents have shown increased interest in our educational digital tools.
- Staff began the year with Yoga for Classrooms to meet our SEL goal.
- Staff had CHAMPS training with Hunter Elementary staff before students arrived to further address our SEL goal.
- Staff are reading, Building Equity. This book addresses the needs of all students to have a safe welcoming environment to learn. This addresses our Core Instructional goal needs. We receive parent feedback through our evaluations and School Climate surveys.
- Staff engage telephone conferencing with, Tiffany Wycoff. She wrote, Blending Learning, and provided our staff a full-day of PD last February. She will be back on November 12<sup>th</sup>, for another full-day training of Blended Learning. Parents support Blended Learning through our new forms of online studies at home.
- Staff will have full-day training with the author of, Building Equity, this February 1, 2019. This addresses our Core Instructional goal needs.
- Weekly PLC meetings are a combination of school-wide needs and grade level concerns. These meetings meet both the Core Instructional and SEL goals.
- Staff meetings meet our bi-monthly needs for staff core instructional needs.
- Our Title I Instructional Coach provides teacher professional development and guidance. This addresses our Core Instructional goal needs as well as SEL.

**Arctic Light Elementary School** will provide other reasonable support for parental involvement activities under Section 1118 as parents may request.

- Evaluations and surveys are reviewed; parent requests are taken into consideration for future activities/events
- Arctic Light Family Engagement Events provide parental guidance for educational best practices with students.
- Our Title I Behavior Intervention Aide and Temporary Behavior Intervention Aide provide insights for parents into their child's Social Emotional Learning needs.
- Parent concerns about their child's teacher, when appropriate, can be addressed through our Title I Instructional Coach.

#### Building Capacity for Engagement – Optional

**NOTE TO THE SCHOOL:** The school parent and family engagement policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under Section 1116(e) of the ESEA, as amended:

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each Title I, Part A school—

- may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;
- may provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;
- may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- may train parents to enhance the involvement of other parents;
- may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
- may adopt and implement model approaches to improving parental involvement;
- may establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section; and
- may develop appropriate roles for community-based organizations and businesses in parent involvement activities.

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## Adoption

This school parent and family member engagement policy has been developed jointly and agreed on with parents of children participating in Title I, Part A programs, as evidenced by \_\_\_\_\_.

This policy was adopted by the **[Insert Name of School]** on **[Insert Date]** and will be in effect for the period of **[Insert School Year]**. The school district will distribute this policy to all parents of participating Title I, Part A children on or before **[Insert Date]**.

  
\_\_\_\_\_  
*Printed Name of Principal*

  
\_\_\_\_\_  
*Signature of Principal*

  
\_\_\_\_\_  
*Date*