



**Manford Williams Elementary School  
Parent and Family Engagement Policy  
ESSA Section 1116  
2020/2021**

1. Williams Elementary shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of ESSA Section 1116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. Our first PFE policy was discussed and developed during out two Title 1 Annual Parent Meetings. Parent and staff feedback will be collected and incorporated into the document; Section 1116 (b)(1) & (e)(5)
2. Williams Elementary shall convene 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 their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved. This year our Title 1 Parent Meetings were via Zoom on :09/29/20 at 9:00 AM and on 10/01/20 at 5:00 PM Section 1116 (c)(1)
3. Williams Elementary shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement. Our Beginning of the year parent meetings were held on different days with different start times. Feedback back on times, time of day and the need for childcare will be collected: Section 1116 (c)(2)
4. Williams Elementary shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, 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) (Campus Improvement Plan), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if

such process includes an adequate representation of parents of participating children. During our first year as a Title 1 campus, all said document input and program role descriptions was elicited from all stakeholders for our PFE policy and compact.; Section 1116 (c)(3)

5. Williams Elementary shall provide parents of participating children—
  - (A) timely information about programs under this part;
  - (B) 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; and
  - (C) 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; Section 1116 (c)(4)

Parents were informed about the PFE program and activities during our two annual meetings as well as before meet the teacher, parent emails and weekly electronic parent communication from our principal, Anitra Wilson. Curriculum and assessment information is provided to parents and families verbally at the BOY PFE meetings and during parent teacher conferences, student folders, teacher newsletters and district and state websites.

6. If the schoolwide program plan (Campus Improvement Plan, CIP) under section 1114(b) 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. It is published on our campus website and discussed at parent and site base meetings; Section 1116 (c)(5)
7. To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, Manford Williams Elementary shall: Section 1116 (e)
  - (i) provide assistance to parents of children served by the school, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children; Section 1116 (e)(1)

Resources and actions to assist parents include:

- Canvas trainings and handouts
- TEA website training and handouts
- Skyward access for grades
- Parent teacher conferences
- Summer Mobile Library

(ii) provide 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; Section 1116 (e)(2)

Resources and actions to assist parents include:

- extra books for our students with comprehension questions
- fluency activities
- parent receive a card with additional games that can be accessed online (Raz-kids, prodigy, IREAD).
- extra homework and or reading materials.
- Summer Mobile Library

(iii) 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; Section 1116 (e)(3)

Activities focusing on parent and family engagement:

- Boo-tastic Math and Reading Night
- Art Night
- ESL Family Night

(iv) to the extent feasible and appropriate, coordinate and integrate parent involvement 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; Section 1116 (e)(4)

Such programs include:

- Seguin Early Childhood Center
- Head Start Preschool
- Head Start Parent Education
- Project Learn

(v) provide such other reasonable support for parental involvement activities as parents may request. Section 1116 (e)(14)