

Brockway Area Elementary
Title I Family Engagement Policy 25-26

Date Reviewed: October 16, 2025

General Expectations

The Brockway Area Elementary School agrees to implement the following requirements:

- Work with parents/guardians to complete an annual review of the Family Engagement Policy and School-Parent Compact.
- Provide opportunities for full participation of parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migratory children.
- Conduct an annual Parent/Guardian Survey to seek feedback on the Title I program to be included in the Title I application.

Parent Involvement Policy Components

- Stakeholder engagement meetings will be held at least twice a year in the school library to discuss items that are part of the consolidated application, school review and improvement, the Family Engagement Policy, the School-Parent Compact and other Title information. (Spring/Fall)
- Title I Family Nights/parent workshops. (We will hold the first one during the first semester.)
- School-Parent Compact, reviewed with stakeholder input at the stakeholder meeting and Title Family Night annually.
- Family Engagement Policy, reviewed with stakeholder input at the stakeholder meeting and Title Family Night annually.
- Title I parent surveys to evaluate the effectiveness of the parent & family engagement policy and other Title areas.
- Once surveys are collected, data is used to make decisions on improving the Title I program/parent engagement.
- Provision of a Title I Parent Resources, with online materials parents/guardians can order and school resources parents can borrow at the parent/guardian's request.
- Sharing information through social media (Facebook page, note home and the Remind app.)
- Sharing information in writing with parents/guardians without access to technology/internet.
- Parent/teacher conferences as requested. Parents/guardians may call or email to request a meeting.
- Regular ongoing communication between parents/guardians and teachers via writing, phone, text, social media and in-person contact.
- Parents/guardians will be notified about the annual SPAC conference. If a parent/guardian would like to attend, we will help them complete the application and funding paperwork. This parent/guardian will also be invited to speak about the conference to other parents/guardians at a Title family night.

Agency, Federal, State, and Local Program Coordination

The Brockway Area Elementary School will coordinate and integrate parent/guardian involvement strategies with other agencies, Federal, State and Local Programs, such as:

- Mingle Memorial Library –monthly library visits by Title I students/parents/guardians
- Head Start, Pre-K Counts and IU programs – obtaining information about incoming Kindergarten students, providing parents/guardians with information on these programs at Kindergarten registration
- Programs at other local districts – Communication and dialog is kept between local districts to compare programs and strategies ideas to improve our Title program. Visits are made to see successful programs.
- Programs around the state – The annual Title conference is attended to network with other districts around the state to gather information and learn for other successful programs.

Parental Assistance

The Brockway Area Elementary School will aid parents/guardians in understanding topics such as the following:

- The state's curriculum, academic content and standards
- State and local academic assessments such as PSSAs and Star Testing
- How to monitor their child's progress
- How to work with their child's teacher(s)

* All of these items are discussed at the fall Title night. Parents/guardians may also call / email with questions any time.

The Brockway Area Elementary School will provide the following materials and training to help parents/guardians work with their children to improve academic achievement:

- Title I parent workshops
- Dollar book table at the fall school book fair
- Regular progress reports
- Title I parent resource materials available to help at home

Professional Development

The Brockway Area Elementary School Administration and Title I Teachers will educate the rest of the staff on how to reach out to, communicate with and work with parents/guardians as equal partners through:

- Attendance at conferences and workshops
- Attendance at annual state Federal Programs conference
- Regular faculty meetings
- SPAC online training for staff yearly

Communication

The Brockway Area Elementary School will take the following actions to ensure that information related to the school and parent programs, meeting and other activities is available to parents/guardians in an understandable format, including alternative formats upon request, and to the extent practicable, in a language the parents/guardians can understand:

- Weekly note home from the school
- Written communication on an individual basis with parents/guardians via note or email
- Use of local media to disseminate information
- Use of social media (Team Title) to dispense information
- Use of the Remind app to inform parents/guardians of upcoming events
- Regular progress reports
- Invitations to parent/guardian meetings
- Information dispensed through the weekly all-school email blast
- Information provided in written form to parents/guardians who do not have access to technology
- Information shared on the Brockway Area School District website
- Parent-School communication notebook for younger students
- Timely responses to parent/guardian questions and suggestions
- Phone calls or in-person meetings as needed
- Annual Title Family Nights
- Annual School Open House/Meet the Teacher Day
- All documents can be translated into different languages for any ESL students and parents/guardians
- ESL parents/guardians are invited to meetings and may request a parent/guardian/teacher conference where translator earbuds can be used to communicate.

*The school will distribute this policy to all parents/guardians of participating Title I students on an annual basis. This policy will be reviewed/revised each year at the first Title I parent night. It will then be approved by the board.