



Pocono Mountain Tobyhanna Elementary Center Title Parent and Family Engagement Policy

2024-2025

In compliance with Federal Law, this written policy describes the school's means for carrying out the requirements of Section 1118 of the Elementary and Secondary Education Act (ESEA). In order to support effective parental and family engagement and strengthen student achievement, the school and parents have developed the following course of action:

***Certain meetings and events may need to be held virtually when possible.**

1. Parents/Guardians and Families will be involved in the planning, review, and improvement of the school's Parental and Family Engagement Policy through:
 - a. Annual TITLE meeting
 - b. Professional Development meetings
 - c. Comprehensive Planning meetings
 - d. TITLE Parent Survey
2. TEC will schedule a TITLE Annual Meeting at a convenient time. During the meeting parents and families will be informed of their rights to be involved in a Schoolwide TITLE program. Parents will be encouraged to attend through:
 - a. District Website
 - b. Annual TITLE Newsletter
 - c. District or School Newsletter
 - d. District or School Calendar
3. TITLE meetings and Parent and Family Engagement events will be held at different times for convenience of parents/guardians and families.
 - a. Annual conferences in the fall
 - b. Day and evening hours available
 - c. By appointment as per parent request
4. Parents/Guardians and Families are involved in the planning, review, and improvement of the school's parent and family engagement program in meetings such as:
 - a. Annual TITLE Meeting
 - b. Monthly PTO Meetings
 - c. Professional Development Committee
 - d. Comprehensive Planning Committee
5. TITLE parents/guardians and families will receive timely information about the District's TITLE program through:
 - a. School/District Newsletter
 - b. Administrative Communication
 - c. District Website
 - d. Automated phone/email messages
6. The parents/guardians and families will receive a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet through:
 - a. Progress Reports and Quarterly Report Cards
 - b. District Website



Pocono Mountain Tobyhanna Elementary Center Title Parent and Family Engagement Policy

- c. Annual PSSA Presentation
 - d. Parent/Teacher Conferences
 - e. School/District Handouts and Mailings
7. TEC will provide parents/guardians and families with opportunities for regular and requested meetings to formulate suggestions and to participate in decisions relating to the education of their children.
 - a. Parent/Teacher Conferences
 - b. Annual TITLE Meeting
 - c. Parent/Teacher Organization (PTO) Meetings
 - d. School Board Meetings
 - e. Professional Development Committee Meetings
 - f. Comprehensive Planning Meetings
8. TEC will involve parents and family members in the joint development of the Schoolwide Program Plan through the exchange of ideas during:
 - a. Parent/Teacher Conferences
 - b. Annual TITLE Meeting
 - c. Parent/Teacher Organization (PTO) Meetings
 - d. School Board Meetings
 - e. Professional Development Committee Meetings
 - f. Comprehensive Planning Meetings
9. A School-Parent-Student Compact will be jointly developed with parents and families to outline how parents/guardians, school staff and students share in the responsibility for improved student academic achievement, and the means by which the school and the parents will build and develop partnerships to help children achieve the State's high standard. The compact will be shared through:
 - a. District Website
 - b. Beginning of school year hand-outs
 - c. During Parent/Teacher conferences
 - a. Discussed at Annual TITLE Meeting
10. TEC will provide assistance to parents/guardians and families in understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children. Strategies will be shared at or through:
 - a. Curriculum Meetings
 - b. Annual PSSA Presentations
 - c. Parent/Teacher Conferences
 - d. School/District Handouts and Mailings
 - e. Professional Development Workshops
 - f. Faculty Meetings and Workshops
 - g. PowerSchool Parent Portal (Online Access to Student Grades)
11. TEC provides materials and training to help parents/guardians and families work with their children in improving their child's achievement. Information is provided through:



Pocono Mountain Tobyhanna Elementary Center Title Parent and Family Engagement Policy

- a. PSSA Handouts
 - b. TITLE Parent/Guardian Workshops
 - c. Parent/Teacher Conferences
 - d. Parent/Teacher Organization (PTO) meetings
 - e. Open House
 - f. District Sponsored Community Engagement Day
12. TEC will educate teachers, specialized instructional support personnel and other staff with the assistance of 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 and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school. Strategies will be presented through:
 - a. Regular faculty meetings
 - b. Professional Development
 - c. Workshops
 - d. Department Meetings
 - e. Informational hand-outs
13. TEC will, to the extent feasible and appropriate, coordinate, and integrate parent involvement programs and activities with other Federal, State and local programs and conduct other activities that encourage and support parents and family members in more fully participating in the education of their children.
 - a. Maintain collaborative partnerships with outside agencies
 - b. Participate in Pre K partnerships
 - c. Public Libraries
 - d. Family Support Services
 - e. Health and Wellness Institutes
14. TEC will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents and family members of participating children in a format to the extent practicable, in a language the parents and family members can understand.
 - a. Upon request documents are translated through a translation program
 - b. A translator, to the extent practicable, will be provided upon request