

School Family Engagement Policy

L. W. Higgins High School realizes that parents play an integral role in assisting their child's learning. Parents will be encouraged to become full partners in their child's education and will be included, as appropriate, in decision making and on advisory committees to assist in the education of their child. We will provide the information in a language that parents can understand. We will provide opportunities for regular meetings at varied times for all parents particularly those with limited English proficiency, disabilities, homeless and migratory concerns to make comments, formulate suggestions, and generate decisions on the spending of the parent involvement allocation. We will respond to parents' suggestions in a timely manner and in their language of origin.

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PART I. GENERAL EXPECTATIONS

The **L. W. Higgins High School** agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level family engagement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. (**See Enclosure**)
- Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, family engagement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.
- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- The school 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 family engagement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.

- The school will build its own and the parent’s capacity for strong family engagement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for family engagement activities under section 1118 of the ESEA as the parents may request.
- The school will be governed by the following statutory definition of family engagement, and will carry out programs, activities, and procedures in accordance with this definition:

Family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

(A) that parents play an integral role in assisting their child’s learning;

(B) that parents are encouraged to be actively involved in their child’s education at school;

(C) 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;

(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

**PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT
REQUIRED SCHOOL FAMILY ENGAGEMENT POLICY
COMPONENTS (Sample Template)**

NOTE: The School Family engagement Policy must include a description of how the district will implement or accomplish each of the following components. [Section 1118, ESEA.] There is no required format for these descriptions. However, regardless of the format the district chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.

1. The **L. W. Higgins High School** will take the following actions to involve parents in the joint development of its school family engagement plan under section 1118 of the ESEA:
 - Annual Title I/Open House Parent Meeting
 - Monthly School Improvement Team Meetings
 - Quarterly Parent Meetings with Principal
 - Annual Parent Survey
 - Annual Evaluation of the School Improvement Policy and Program

- Parent Incentive Plan
2. The **L. W. Higgins High School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - Quarterly Parent Meetings with Principal
 - Annual Parent Survey
 - Annual Evaluation of the School Improvement Policy and Program
 - Parent Incentive Plan

 3. The **L. W. Higgins High School** will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional family engagement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:
 - Annual Title I/Open House Parent Meeting
 - Monthly School Improvement Team Meetings
 - Quarterly Parent Meetings with Principal

 4. The **L. W. Higgins High School** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:
 - Grade-Level Orientations
 - Monthly Title I Newsletter and School Website
 - Quarterly Parent Night: LEAP, ACT, WorkKeys, Credit Recovery, Pathways, Carnegie Units, FASFA
 - Family Literacy & Math Night

 5. The **L. W. Higgins High School** will, at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:
 - Parent Contact (Mailers, JCall, and School Website) in an appropriate time frame of 48hrs.
 - District Contact

6. The **L. W. Higgins High School** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
 - Providing a copy of LEAP Score Report within an appropriate time frame based on release of scores from state.
 - Providing a copy of LEAP Score Report with EOY report card

7. The **L. W. Higgins High School** will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:
 - Email notification

8. The **L. W. Higgins High School** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph --
 - the state's academic content standards,
 - the state's student academic achievement standards,
 - the state and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child's progress, and
 - how to work with educators:

(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)

 - Parent-Teacher Conferences
 - Family Literacy Night
 - Quarterly Parent Meeting with Principal

9. The **L. W. Higgins High School** will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster family engagement, by:
 - Family Literacy Night
 - Parent Educational Meeting
 - District Parental Computer Training

10. The **L. W. Higgins High School** will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
 - Staff Development on Building Home School Partnerships
 - School Website
 - School Social Media Platforms
 - Monthly Newsletter

11. The **L. W. Higgins High School** will, to the extent feasible and appropriate, coordinate and integrate family engagement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
 - ESL Parent Liaison and Resource Center
 - Collaboration with Feeder Schools, Receiving Schools, and Community Stakeholders
 - ESL Coach/Facilitator (onsite)

12. The **L. W. Higgins High School** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to 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:
 - All documents translated in students/parents native language
 - Mailers in student/parent native language
 - School Website post all documents in languages of families represented
 - School Social Media Platforms post all documents in languages of families represented
 - Monthly Newsletter

PART III. DISCRETIONARY SCHOOL FAMILY ENGAGEMENT POLICY COMPONENTS

NOTE: The School 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 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize family engagement and participation in their children’s education;
- adopting and implementing model approaches to improving family engagement;
- establishing a school parent advisory council to provide advice on all matters related to family engagement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities.

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PART IV. ADOPTION

This School Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by meeting with parents.

This policy was adopted by the Jefferson Parish Schools on October 14, 2022 and will be in effect for the period of one year. The school will distribute this policy to all parents of participating Title I, Part A children on or before October 17, 2022.

(Signature of Authorized Official)

(Date)