

## **Paul A. Zona, Jr**

### **FLORA S. CURTIS ELEMENTARY Title I School Parent and Family Engagement Policy**

Revised: October 1, 2025

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, and agree upon, with parents of participating children, a written parental involvement policy that contains information required by sections 1116(b) and (c) of the Student Success Act (ESSA). This policy establishes the school's expectations for parent and family engagement and describes how the school will implement specific parent and family engagement activities.

#### **What is Parent and Family Engagement?**

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

- parents play an integral role in assisting their child's learning;
- parents are encouraged to be actively involved in their child's education at school;
- 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
- carrying out other activities, such as those described in the parent and family engagement section of ESSA.

#### **How Flora S. Curtis Elementary School Will Involve Parents in the Title I Program**

Curtis Elementary School will support parents as partners in their child's learning by:

Jointly Developing School Policies and Plans Curtis Elementary school will involve parents in the planning, review and improvement of programs including the school parent and family engagement policy and in the joint development of the schoolwide program plan by: Using;

Qualitative Data: TITLE-I Survey Data, Survey Works, Parent Teacher Conferences, Annual Meeting, Curtis PTO/Family Engagement Teams, School Improvement Team.

Describe/list how parents of participating children can be involved in the planning, review and improvement of:

- The Flora S. Curtis Elementary School believes in involving parents in all aspects of its Title I programs. The school improvement team has the responsibility for developing, implementing, and evaluating the various school level plans, including SIP and PFEP. All parents are invited and given the opportunity to review the plan and offer input prior to approval. For the PFEP, all parents will be given surveys at the end of the 2024 - 2025 school year, seeking their input on activities, training, and materials they feel would benefit their child and school. Results of the parent surveys will be reviewed by the SIT to determine necessary changes.
  
- The Flora S. Curtis Elementary School will host parent meetings/workshops/classes that will be held at different times during the day to accommodate family needs. We will send home information via written correspondence, phone messenger, take home folders, student entry in their planners, and posted on Kinvo and Skymessenger. Title I funds may be used to pay reasonable and necessary expenses associated with parent involvement activities, including transportation, childcare, or home visit expenses to enable parents to participate in school-related meetings and training sessions.

The Flora S. Curtis Elementary School will post information on websites and social media utilizing multiple sources to keep parents informed. We strive to host parent/family workshops that promote literacy and math training. Providing take-home learning materials that provide tips and ideas for helping children in core subject areas. Hosting parent meetings for parents to provide feedback regarding the best practices for communication. Disseminating a parent survey annually requesting input about effectiveness of the parenting program.

#### Annual Title I Meeting

Flora S. Curtis Elementary School convenes an Annual Title I, Part A Meeting to inform parents of participating Title I students about Title I, Part A requirements and about the right of parents to be involved in the Title I program by:

Describe/list when the school will hold the annual Title I meeting to inform parents of:

▪ **Annual Meeting Date for the school year 2025-2026 is October 21<sup>th</sup> at 4:00 pm.**

▪ Schools receiving Title I, Part A funds are required to convene an Annual Meeting. This meeting should be held at a convenient time for parents. Parents of participating children in the school shall be invited and provided with adequate notice and encouraged to attend the Annual Meeting. This meeting will inform parents of their school's participation under ESEA Section 1116 and explain the requirements of the Title I, Part A grant and what is available to parents and the right of parents to be involved. [ESEA Section 1116 (c) (1)]

▪ We are proud to offer our students nationally recognized, rigorous curriculum in both ELA and Mathematics. As a result, our schools continue to make gains in proficiency with high growth on standards-based performance assessments. We continue our goals of engaging students in a love for reading and providing opportunities for inquiry- based learning infused with the arts and real-world applications. Our District uses Green rated curriculum materials that are of high quality and a requirement of the US Department of Education. The Pawtucket School Department uses SAVVAS curriculum materials for our students for ELA, Math, Science and Social Studies, which is Green rated. All of these materials are aligned to the RI Common Core State Standards

▪ The Flora S. Curtis School parents will be involved in an organized, ongoing, and in timely way, in the planning, review and improvement of the school's Parent and Family Engagement Policy through annual meetings, conferences, workshops and parent/stakeholder advisory group. An annual meeting will be held to inform parents of the school's participation in the Title I program and to explain the requirements of the program and their right to be involved. Parent meetings, including parent conferences, will be held at different times during the day.

▪ If the schoolwide program plan (Section 1114) is not satisfactory to parents of participating children, how will the LEA collect and share these responses with the LEA.

**Key Points of the parent-feedback collected from the Title-I Parent Surveys and Survey Works Family and student surveys held during the previous year 2024-2025 (not applicable to new Title I, Part A schools.)**

### Key Points from Parent Feedback:

- How helpful was the communication you received from the school about programs and opportunities for your child? 60% responded favorably.
- 78 % of families surveyed prefer emails.
- 87 % of families surveyed prefer text messages.
- 74 % of families believe that their children enjoy going to school at Curtis.

### Barriers

1. Parent Access to Information Sessions - Parents report their schedules vary greatly.
2. Childcare while parents attend Information Sessions
3. Funding and organizational support to sponsor event

### Prioritizing The top 3 barriers:

1. Offer Events at multiple times. Also share meeting minutes through different means.
2. Work with community partners and high schools to provide childcare.
3. Collaborating with the Community Resource Coordinator to work with a larger Network of schools to host events.

### Communication

Flora S. Curtis Elementary School offers parents a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement, including if requested by parents, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children by:

Describe/list how the school offers

▪ How flexible meetings will be offered to accommodate parents? Check all that apply.

AM Sessions based on documented parent feedback

✓ **PM Sessions based on documented parent feedback**

✓ **AM & PM Sessions (Same content to appeal to more parents)**

✓ **Other: Virtual**

▪ if requested by parents, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children, including the schools plan for responding as soon as practical possible;

Parents can request a meeting based on their availability through phone calls, emails, Kinvo, hand written notes. They also have the opportunity to attend a scheduled time during the 2 parent teacher conference days, if they are not available on those days they can request a meeting with the teacher that is good for the both of them. At any time, a parent can request a review of their students IEP plans, 504's and FBA's.

▪ For Title I Schoolwide Programs - if the schoolwide program plan (Section 1114) is not satisfactory to parents of participating children, how the LEA collects and shares these responses with the LEA.

The parents can always correspond with the teacher, principal and these will then be shared with Districts Central Office, Assistant Superintendent, Head of Special Education, Superintendent. Parents can call Central Administration anytime the number is 401-729-6300.

Parents are also able to express their concerns through the Districts Parent Survey as well as the RIDE platform of Survey Works.

### **Building Parent Capacity to Improve Student Academic Achievement**

Flora S. Curtis Elementary School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

The Flora S. Curtis Elementary School's school-parent compact was jointly developed with parents and the compact outlines how parents, the entire school staff and students will share in the responsibility for improved student achievement.

a) The school-parent compact describes the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the

children served to meet the challenging State academic standards and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. The school will provide parents of participating children with 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 through the school website, conferences, workshops, newsletters, Kinvo, and social media.

b) The school-parent compact addresses the importance of communication between teachers and parents on an ongoing basis through, at a minimum – Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement; Frequent reports to parents on their children's progress; Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

The school-parent compact addresses the importance of communication between teachers and parents on an ongoing basis through, at a minimum – 2 Parent-teacher conferences in elementary schools annually, during which the compact shall be discussed as the compact relates to the individual child's achievement; Frequent reports to parents on their children's progress; (RICAS Reports, Access Reports, NGSS Reports, I-Ready Reports, Special Education Progress Reports) Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and Ensuring regular two-way meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

The Flora S. Curtis Elementary School will use multiple means of communication which may include the Annual Meeting, the districts two Parent teacher conference days, Kinvo and Skymessenger, posts on the website, newspaper articles, flyers sent home with students, phone calls, emails, social media (Twitter & Facebook),. In addition, notification may be sent via U.S. mail to parents informing them of their child's eligibility to participate.

▪ Describe/list how the school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practical, in a language parents can understand;

The Flora S. Curtis Elementary School utilizes a variety of communication tools on a regular basis seeking to facilitate two-way communication between home and school.

- School Website
- PTO Facebook Page
- Twitter
- Brochures
- Student planners
- Kinvo
- Informational newsletters
- Parent orientations
- Open houses
- Home visits (as needed)
- Interpreters (as needed)
- Translations (as needed)
- Phone calls (as needed)
- Parent - Teacher Conferences twice a year
- Student Progress Reports
- Home-School Compacts
- School Messenger Notification System (as needed)
- District Calendar

▪ Describe/list how the school provides other reasonable support for parental involvement activities, such as how to work in partnership with their children's teachers, as parents may request.

The Flora S. Curtis Elementary school will build parents' capacity for strong parental involvement by providing materials and training on such topics as literacy training and using technology (including education about the harms of social media bullying) to help parents work with their children to improve their children's academic achievement. Assistance will also be provided to parents in understanding the following topics:

- The challenging Rhode Island Core academic standards and the state (RICAS) and local academic assessment process (Iready, Savvas Unit test, District Common Assessments and Access testing).
- How to monitor their child's progress.
- How to work with educators.
- Reduce chronic absenteeism
- We will host parent meetings/workshops/classes that will be held at different times during the day to accommodate family needs.
- Send home information via written correspondence, phone messenger, take home folders, in planners, Skymessenger, Kinvo email, social media, etc.

- Title I funds may be used to pay reasonable and necessary expenses associated with parent involvement activities, including transportation, childcare, or home visit expenses to enable parents to participate in school related meetings and training sessions.
- Post information on websites and social media
- Using multiple sources to keep parents informed
- Hosting parent/family workshops that promote literacy training
- Providing take-home learning materials that provide tips and ideas for helping children in core subject areas
- Hosting parent meetings for parents to provide feedback regarding the best practices for communication
- Disseminating a parent survey annually requesting input about effectiveness of the parenting program

### **Building Staff Capacity to Improve Student Academic Achievement**

Flora S. Curtis Elementary School engages Title I educators and staff in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

▪ Describe/list activities such as communities of practices, trainings, staff meetings and online resources that will be used with school staff to build their capacity to work with families.

***Capacity building of teacher and staff members will occur through job embedded professional learning communities and District sponsored PD's opportunities.***

PLC's are held weekly for grade level teachers, 2 professional days each active school year for teachers. Teachers and administration participate in 3 professional days before the start of the new school year in August. Principals participate in monthly half day meetings with Central Administration, Assistant Principals participate in monthly half day meetings with Central Administration, both days are built around Professional Development.

▪ Describe how the LEA and/or schools will support teachers in providing information to parents and family members in a format, to the extent practical, in a language and format that parents can understand.

**All Documents can be translated into family's home languages through google translate. Kinvo and Skymessenger also translate messages to families in their home language.**

**Translators are provided for all meetings when needed through ITI Inc. All teachers have access to this translating service.**

**The District also has translators when they are needed for meetings that are set up in advance**

Name of Activity	TEAM LEAD	<u>Measurable Anticipated Impact on Student Achievement</u>	Month Activity will take Place	Evidence of Effectiveness	Budget (if applicable)
Open House	Principal and/or Title 1 Parent Liaison	Informed parents contribute to student success and support all School Improvement Goals.	August 26, 2025	Sign-in sheets and evaluation data & Media Photos	-
Title I Developmental Meeting @ 1st PTO Meeting	Principal and/or Title 1 Parent Liaison	Provide information to parents on expectations and how they can help their children at home. Supports all School Improvement Goals.	September 17, 2025	Sign-in sheets and evaluation data & Media Photos	-
USA Skating Party	Principal and/or Title 1 Parent Liaison	Provide information to parents on expectations and how they can help their children at home. Supports all School Improvement Goals	October 6th, 2025  5:30 - 8:00	Media Photos	
Annual Meeting & Trunk and Treat Event	Oct. 21 Principal and/or Title 1 Parent Meeting 4:00	Informed parents contribute to student success and support all School Improvement Goals.	October 21, 2025  4:30 - 6:00	Media Photos	-
Breakfast with Santa	Principal and/or Title 1 Parent Liaison	Informed parents contribute to student success and support all School Improvement Goals.	December 2025	Media Photos	
Holiday Concert	Principal and/or Title 1 Parent Liaison	Informed parents contribute to student success and support all School Improvement Goals.	December 2025	Media Photos	-
SPIRIT WEEK	Principal and/or Title 1 Parent Liaison	Informed parents contribute to student success and support all School Improvement Goals.	October 27th - 31st 2025	Media Photos	

Family Dance	PTO	Informed parents contribute to student success	May 2026	May 15 PK 4:30 - 5:30 K-5 6:00 - 8:00	
Book Fair	Reading Committee	Informed parents contribute to student success and support all School Improvement Goals.	December 2025	Media Photos	-
USA Skate Night	SEL Committee	Informed parents contribute to student success and support all School Improvement Goals.	December 22nd 2025	Media Photos	-
READING WEEK	Principal and/or Title 1 Parent Liaison	Informed parents contribute to student success and support all School Improvement Goals.	March 2026	Sign-in sheets and evaluation data & Media Photos	-
RICAS Awards Night	Principal and/or Title 1 Parent Liaison	Informed parents contribute to student success and support all School Improvement Goals.	March 2026	Sign-in sheets and evaluation data & Media Photos	-
Spring Book Fair	Reading Committee	Informed parents contribute to student success and support all School Improvement Goals.	May 2026	Sign-in sheets and evaluation data & Media Photos	-
Kindergarten Celebration	Kelly Conlon	Informed parents contribute to student success and support all School Improvement Goals.	June 2026	Sign-in sheets and evaluation data & Media Photos	-
5 Grade Celebration	Fifth grade teachers and PTO	Informed parents contribute to student success and support all School Improvement Goals.	June 2026	Sign-in sheets and evaluation data & Media Photos	TBD