



Pilgrim Academy Parent and Family Engagement Policy

ESSA Section 1116

2024-2025

1. Pilgrim Academy 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; Section 1116 (b)(1) & (e)(5)

At Pilgrim Academy:

- The PFE policy is typically reviewed in September of every school year.
- Revisions to the PFE policy can be brought to the Title I coordinator at any time of the school year. Revisions are considered and approved by the Parent Family Engagement committee. Revised documents are then sent out school-wide and added to school website.
- The role of parents in this process of the development of the PFE policy is to help craft, discuss, and finalize.
- The revised policy is usually distributed and explained to parents in the school newsletter, on ClassDojo, and on our school Title I page.
- The documents will be provided in English and Spanish.

Mission Statement: Our PFE program is a collaboration of school staff and parents to promote effective communication and engagement between school and home to maximize student academic success.

2. Pilgrim Academy 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; Section 1116 (c)(1)

At Pilgrim Academy:

- The Annual meetings will take place in September over two days. The repeated meeting will happen in the afternoon and the evening on separate days.
- Parents will be notified by newsletter, and ClassDojo
- Mr. Paul Gonzales, Campus Title I coordinator, is responsible for conducting those meetings.

3. Pilgrim Academy 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; Section 1116 (c)(2)

At Pilgrim Academy:

- Meetings will be held on adjacent days and rotate between morning and evening times.
- Pilgrim Academy does not currently offer transportation or childcare during meetings.

4. Pilgrim Academy 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; Section 1116 (c)(3)

At Pilgrim Academy

- Parents who previously participated in developing the PFE program and activities, are contacted at the start of the school year to continue their involvement. Title I Coordinator will also reach out to parents by sending a flyer to solicit new members to the Parent and Family Engagement Committee.
- The PFE policy is usually reviewed and revised before the first Title I meeting, so that policy may be presented to a general parent audience for approval.
- When developing the SAP, parents are invited to needs assessment meetings and will submit input for various parts of the plan. Parents who are members of the SDMC will also vote on the plans approval before being sent to the whole staff.
- Our parent committees have adequate representation, meaning the parents represent the demographic of the school community, as well as including parents of migrant students and/or parents of special education students.

5. Pilgrim Academy 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 standard.

(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)

At Pilgrim Academy:

- Parents are informed about the PFE program and activities through Class dojo messaging and direct contact from school staff.
- Some of the program activities include Parent and Family Engagement Committee meetings, Title I meetings, Curriculum nights, and other academic parent/student functions.
- The curriculum and assessment information is provided to parents and families during curriculum nights and through Title I documents sent in winter.

6. If the school-wide program plan (School Action Plan, SAP) 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.

Section 1116 (c)(5)

- The SAP is explained to parents when posted to the school's website. The Title I coordinator will write an explanation of the document and provide a means for parents to contact the school office with questions or commentary about the SAP.

- If the parents have negative comments, the Title I coordinator will give the comments to the principal who will present them to the LEA office.

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, Pilgrim 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)

At Pilgrim Academy,

- quarterly Title I meetings will address the aforementioned topics.
- STAAR parent meetings

(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)

At Pilgrim Academy,

- Parents are provided with space and time to access online educational programs.
- 1 on 1 assistance with online applications and district technology is offered most mornings.

(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)

At Pilgrim Academy,

- Teachers and staff are trained on the richness of the school community
- Staff is trained on the usage of campus parent communication applications.

(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)

At Pilgrim Academy,

- We hold Music recitals, GT expos, Math Night, Reading Night, and various other events to promote parent involvement in a fun and educational setting.

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

At Pilgrim Academy,

- We commit to providing parent multiple opportunities to be involved with their child's education.
- We welcome parent feedback on how we may improve engagement with our parents.