



School/Family Engagement Plan
JW Reason Elementary – Principal: Cindy Teske
2024-2025
Revision Date: November 1, 2024

In support of strengthening student academic achievement, **JW Reason Elementary** receives Title I, Part A funds and must jointly develop with, agree upon with, and distribute to parents and family members of participating children, a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the “Every Student Succeeds Act” (ESSA). The policy establishes the school’s expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school’s plan submitted to the district.

JW Reason Elementary agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing and timely way, in the planning, review and improvement of programs under Title I, Part A, including the planning, review and improvement of the school parent and family engagement policy and the joint development of the targeted assistance program plan.
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, 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 ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents understand.
- Be governed by the following statutory definition of parent and family engagement and carry out programs, activities and procedures in accordance with this definition:
- 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 children’s learning;
 - Parents are encouraged to be actively involved in their children’s education at school;
 - Parents are full partners in their children’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their children; and
- Other activities are carried out, such as those described in Section 1116 of ESSA.

Required School Parent and Family Engagement Policy Components

The school parent and family engagement policy includes a description of how the school will implement or accomplish each of the following components:

- **Jointly Developed**

JW Reason Elementary will take the following actions to involve parents in an organized, ongoing and timely manner in the planning, review and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible.

In October of the 2024-25 school year, JW Reason Elementary will establish a Title I parent committee that will meet throughout the school year. The purpose of the committee will be to plan, review and improve parent and family engagement programs. JW Reason will hold meetings in-person. The meetings are scheduled for:

Meeting	Date	Time	Via	Place
#1	10/3/24	6:00 PM	Face to Face	Gym
#2	11/11/24	5:30 PM	Face to Face	IDC
#3	2/10/25	5:30 PM	Face to Face	IDC
#4	3/10/25	5:30 PM	Face to Face	IDC

In addition to members of the JW Reason Elementary Staff, a list of parent committee members will be supplied upon request.

→ **JW Reason Elementary Staff Members**

◆ **Cindy Teske Principal**

- **Farzana Aziz - Title I Teacher**
- **Amanda Allen–Title I Teacher**
- **Molly Ells - Title I Teacher**
- **Melody Noss–Title I Teacher**

Parents - **The JW Reason Elementary school and staff strives to **partner** with **parents** and is grateful for the parents that have volunteered to be a part of this committee. New members are always welcome.*

- **Annual Title I Meeting**

JW Reason Elementary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, parents' requirements, the school parent and family engagement policy, and the school-parent compact.

*JW Reason Elementary will hold its Annual Title I Meeting **face-to-face on October 3, 2024, at 6:00 p.m.** A paper invitation will be sent home to each student receiving Title I services and Title I teachers will follow up with phone calls to parents. The purpose of the meeting will be to disseminate information about the Title I program specifically offered at JW Reason Elementary School.*

- **Communications**

JW Reason Elementary will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs;
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement; and
- Information related to the school and parent programs, meetings and other activities, is sent to the 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.

At JW Reason Elementary we use many means of communication to connect with parents. Face-to-face, written correspondence, phone calls, and special invitations sent by Title I teachers. An interpreter is used to communicate with non-English speaking parents, and documents sent home are often translated into other languages.

Cindy Teske, principal of JW Reason states, "Communication is extremely important and I encourage all staff members to make a positive phone call home to parents within the first week of school and throughout the school year. We continue to send positive hand-written notes and communication via phone and email throughout the year. We ask parents what the best way is for us to communicate with them and I encourage staff to use the forms of communication that parents request. We also have an Arabic speaking and a Spanish speaking family liaison who work at the school. The liaisons help us make phone calls, translate documents and are a bridge between parents and the school"

- **School-Parent Compact**

JW Reason Elementary will take the following actions to jointly develop with parents of participating children, a school-parent compact that outlines how parents, the entire school staff and students will share the responsibility for improved student academic achievement and how the school and parents will build and develop a partnership to help children achieve the state's high standards.

As soon as students are assessed at JW Reason Elementary and a rank order list of eligible students is created, the classroom teacher and the Title teacher call parents and explain how Title services work. Parents are advised of the upcoming Annual Title I informational meeting. During that meeting each parent receives a School/Parent Compact and a detailed explanation. Parents are asked to return the compact to their child's Title reading teacher. Title I teachers are responsible for the collection of all compacts and must follow up with parents who do not return them.

- **Reservation of Funds** (applicable to districts with Title I allocations of \$500,000 or more)
JW Reason Elementary will take the following actions to 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 parent and family engagement is spent.

Cindy Teske, principal of JWR is aware that the Hilliard City School District is a district that is allocated \$500,000 or more in funding and must reserve 1 percent of their funding for parent and family engagement. At the December November 11, 2024 Parent & Family Engagement Committee meeting, “Reservation of Funds” is an agenda item. Cindy will explain “Reservation of Funds” and share a list of how JW Reason currently uses this money for parent and family engagement activities and programs, as well as, gather input into how the funds might be used in other ways.

- **Coordination of Services**

JW Reason Elementary will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement 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.

At JW Reason Elementary we work with our partners at Veritas Church to help with various parent engagement partnerships. We are recipients of a 21st CCLC grant from ODE and Veritas is our community partner for the grant. We also work with Hilliard Kiwanis to distribute and deliver weekend food bags to families. Our teachers deliver bags to students when we go on extended breaks like Thanksgiving break, Winter break and Spring break.

- **Building Capacity of Parents**

JW Reason Elementary will build the parents’ capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Provide parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress and the achievement levels of the challenging state academic standards;
- Provide materials and training to help parents 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 parent and family engagement; and
- Provide assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging state’s academic standards;
 - The state and local academic assessments, including alternate assessments;
 - How to monitor their children’s progress; and
 - How to work with educators to improve the achievement of their children.

At JW Reason Elementary we typically hold events such as “Coffee with the Principal” to involve parents in learning opportunities. Our first Coffee with the Principal will be held on November 8th from 9:30-10:30 am with coffee provided by the PTO. We take the parents into their children’s classrooms so they can see what learning looks like. In August, we had an in person Meet the Teacher Night. We had nearly 90% of our students and families attend this event.

All students receiving Title services have a special binder that is used for home and school communication. The binder contains the students’ goals and past goals that have been mastered; work for students and parents to do together at home and a place for parents to write notes or questions to the teacher. This is a great way for our teachers to keep parents informed about ongoing progress and is another way that teachers help parents understand how to work with their children at home. Teachers at JW Reason Elementary communicate academic progress officially every twelve weeks at progress report time and with interim reports half-way between marking periods.

Building Capacity of Parents - Calendar of Events

- **Building Capacity of School Staff**

JW Reason Elementary will provide training to 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.

<i>Event</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
<i>Meet the Teacher Night</i>	<i>8/19/2024</i>	<i>5:00 pm</i>	<i>JW Reason</i>
<i>Annual Title Meeting</i>	<i>10/3/2024</i>	<i>6:00 pm</i>	<i>IDC</i>
<i>Fall Family Fun Night</i>	<i>10/4/2024</i>	<i>5:30 pm</i>	<i>JW playground</i>
<i>Parent Conferences</i>	<i>10/10/2024</i>	<i>8:00 am-8:00 pm</i>	<i>JW Reason</i>
<i>Winter Cultural Event</i>	<i>3/13/2025</i>	<i>7:00-9:00 pm</i>	<i>JW Reason</i>
<i>Parent Conferences</i>	<i>2/6/2025</i>	<i>8:00 am-8:00 pm</i>	<i>JW Reason</i>
<i>Spring Family Event</i>	<i>TBD</i>		<i>Hilliard Public L</i>

The faculty and staff of JW Reason Elementary are provided yearly professional development, both intentional and embedded, in ways to appropriately engage with students and/or parents to build capacity, student self-efficacy and enhance the self-esteem of such children. The faculty and staff of JW Reason Elementary supports learning for all students in a nurturing, caring environment and a belief that all students can learn.