



## School Parent and Family Engagement Policy

*Teche Elementary*

*2019-2020*

*Revised October 16, 2019*

### Teche Elementary's Calendar of Events

- *November 6, 2019 Annual Title I Information*
- *November 21, 2019 Fall Event*
- **October 18<sup>th</sup> Fall Parent/Teacher Conference**
- *February 2020 Spring Event*
- **March 20<sup>th</sup> Spring Parent/Teacher Conference**



### 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**

*Teche 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 to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.*

*Parents will receive the Parent and Engagement Plan at the beginning of the school year via letter home and/or school website. Parents will be informed of their parental rights to be involved in the planning and development of the plan through meetings, surveys, and questionnaires. Administrators and parents will meet at the end of the academic school year with a panel of parents. This panel will be open to all. At this particular time evaluations will be completed and then used in August to present a draft of reviews from the parent evaluations. The PTO has input on events at school.*

- **Annual Title I Meeting**

**Teche 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, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

*Teche Elementary school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting will not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.*

- **Communications**

**Teche 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.



- **School-Parent Compact**

**Teche 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 the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

*The compact will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand. This compact will describe not only the school's responsibility in providing high quality instruction and curriculum, but the student and the parent responsibilities for meeting and supporting the learning processes. The compact will address how parents have reasonable access to staff, receive frequent reports on their progress, and have the opportunity to volunteer and observe in the classroom. Teche Elementary School is committed to continually improving the learning opportunities for students both on campus and at home. Learning at home includes family interaction that supports school based learning and provides*

*encouragement and guidance for good student education. To meet this commitment , the following actions will be taken:*

- *Sending parent compacts home*
- *keeping parents informed about higher standards of learning*
- *Making parents aware of Accelerated Reader program*
- *Providing meetings and communication opportunities between the parent and the teacher for the creation of individual learning strategies to be utilized both at home and in the classroom for the furtherance of student education.*
- *Sponsoring of Red Ribbon Week activities (Drug Awareness/Prevention), Yellow Ribbon Week Activities (Suicide Awareness/Prevention), Character Counts Week activities*
- *Strong support and incorporation of Positive Behavior Interventions and Support program*
- *Participation in school- and parish-level Social Studies and Science Fairs*
- *Participation in Veterans of Foreign Wars and Knights of Columbus essay writing competitions*
- *Informing parents about Guidebook 2.0 (ELA) and Eureka (Math) curricula*
- *Use of iReady software (at school and at home)*
- *Use of LEAP 360 to monitor students' progress towards mastery of Louisiana Student Standards*
- *Response to intervention tutoring(within the classroom for Tiers I/II--to avoid additional pull out of regular instruction). Tier III Intervention services are also provided*
- *Use of Accelerated Reader program to encourage students to read, both at school and at home*



- **Reservation of Funds**

**Teche 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 by:

*Teche Elementary's school budget for parent and family engagement activities and programs will be equally divided between the Fall and Spring. Parents will be involved in providing input into how the funds are used via PTO or Evaluations.*



- **Coordination of Services**

**Teche 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 by:

*Teche Elementary is committed to enriching parenting skills and aiding parents in providing homes that support childhood and development. Teche Elementary will host the following events to coordinate and integrate parent and family engagement:*

- *Sponsoring an annual Meet and Greet Activity*
- *Provision of annual Title 1 Orientation meeting to explain Title 1 policies, legal requirements, parent rights, services, and compacts*
- *Hosting of LEAP 2025 Parent Awareness Training*
- *Provision of standardized test taking tips and strategies*
- *Hosting of Family Reading Events and Family Math Events*
- *Encouragement of students to read AR books including rewards for improvements in reading and/or comprehension*
- *Life-skills , Second Steps Violence Prevention, and D.A.R.E. training provided to all students through regularly scheduled Physical Education classes (all grades),*
- *Informing parents of the Positive Behavior Support procedures to be utilized to reward good character and student behavior*



- **Building Capacity of Parents**

**Teche 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 to work with their child to improve their child’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,
  - The requirements of Title I, Part A,
  - How to monitor their child’s progress, and
  - How to work with educators to improve the achievement of their child.

*Teche Elementary faculty and staff recognize the large variety of opportunities for parents to build capacity and build support for student learning and success. To meet this commitment, the following actions will be taken by Teche Elementary:*

- *Encouraging and seeking out opportunities for parents and community to regularly volunteer for the good of students*
- *Actively seeking talents and interest of parents which may promote positive experiences for the students at our school*
- *Academic Pep Rallies*
- *Fall Reading Event*
- *Spring Academic Math Night*

- *Engaging parents in academically relevant assemblies*
- *Continually seeking Partners in Education to broaden the list*
- *Hosting awards programs and/or assemblies*
- *Continually soliciting parent comments and concerns from parent surveys, PTO meetings, and Open House Events*
- *Recognizing outstanding students achievement in local newspapers*
- *Maintaining a log of parent and community volunteers and the related activities*
- *Engaging parents and the community to assist with planning, learning, and support activities through our active Parent Teacher Organization*
- *Encourage and seek out opportunities for parents and community to regularly volunteer in school-sponsored activities (through our Parent Teacher Organization)*
- *Scheduling of events/presentations facilitated by community volunteers (Boy Scouts/Girl Scouts, Parks Action Community Agency)*



- **Building Capacity of School Staff**

**Teche 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 by:

*School Parent Teacher Organization Guidelines will be used with school staff to build capacity to work with parents as equal partners. Parish Professional Development, monthly district-level training, and TAP Professional Development methods of parents' will be used as assistance for building staff capacity.*

**Teche Elementary** will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

*Teche Elementary faculty and staff are committed to providing opportunities for shared input resulting in a plan of action based on cohesive goals and objectives which leads to greater school improvement and student success. This commitment, by definition must engage parents and community partners in an open- door policy. To meet this commitment, Teche Elementary will seek input by the support and active facilitation of the following committees and processes:*

- *Parent Teacher Organization participation is encouraged*
- *Pupil Progression Committee representation*
- *School Based Level Committee*
- *Crisis Response Team*
- *School Improvement Team*
- *Title 1 School Planning Committee*
- *PBIS*
- *School Improvement Plan Committee*

- *Response to Intervention Team*
- *Leadership Committee*
- *Family Engagement Committee*

In support of strengthening student academic achievement, **Teche Elementary** receives Title I, Part A funds and must jointly develop with, agree on 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.

**Teche 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 or schoolwide 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 the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of ESSA 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.
- Be governed by the following statutory definition of parent and family engagement and will 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 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*
- *Other activities are carried out, such as those described in Section 1116 of ESSA.*