

# **College Park Elementary**

## **Parent and Family Engagement Policy**

### **Purpose**

The purpose of the Parent and Family Engagement Policy is to build a strong partnership between the campus and the students' families.

### **Goal** ESSA 1116 (b)(1)

The goal of College Park Elementary is to enhance the education of each student by strengthening the community-parent-school relationship.

### **Campus Objectives**

1. Implement programs, activities, and meetings that will involve parents in the educational process of their children. These activities will take place at varied times throughout the school year to accommodate family schedules. (1.1, 1.2)
2. Involve parents in the process of making decisions regarding how funds will be used via the Campus Performance Objective Committee. (1.1)
3. Annual evaluation and revision of the Family Engagement Policy. (1.1, 1.3)
4. Distribute the College Park Elementary Family Engagement Policy to the parents of participating children at the beginning of each school year as students enter the program. ESSA 1116(b)(1), (1.1)
5. Provide an opportunity for parents to give an annual evaluation of parent and family engagement activities, and how these activities improve the academic quality of the campus. (1.4, 1.5)

### **Program Requirements**

College Park Elementary will:

- Convene two annual back to school evening events, within the first three weeks of the first day of school to inform parents of the school's participation in Title I and explanation of the law regarding Title I, its requirements, and their right to be involved. All Title I parents will be invited and encouraged to attend the annual meeting. The meeting will address topics such as challenging state academic standards. State and local assessments, and how to monitor a child's progress as they work with educators to improve academic achievement. The campus Parent and Family Engagement Policy will be provided annually to parents as part of the registration packet. (1.1)

- Involve parents in an organized, ongoing, timely manner, in the planning, review, and improvement of Title I programs. Ensuring information related to the school(s), parent resource center, parent programs, meetings, and other activities are sent to the homes of students in a format and language the parents can understand. (1.1, 1.5)
- Parent-Teacher Conferences will take place at least twice a year to discuss the School-Parent Compact and assessment results related to student achievement. Opportunities will be provided for teachers and other educators to conduct in-person or phone conferences with parents who are unable to attend conferences at school. In-home conferences will be conducted if needed. (1.3)
- Provide training and materials such as handouts, PowerPoints, manipulatives, website resources, and make-and-take activities to help parents improve academic achievement at home. Materials and trainings will be provided to parents at activities such as Family Literacy Night, Family Math & Science Night, and the GT & Technology Showcase. Offer opportunities, as appropriate, such as a Parent Resource Center, social work services, and opportunities for parents to learn about child development. (1.4)
- Provide Professional Development to staff regarding (1.3)
  - The value of the relationship between school and family
  - Ways to increase communication to create a partnership with parents/guardians
  - Importance of Family Engagement activities and programs
  - How to build relationships between home and school
- Coordinate and integrate parent and family engagement programs with Special Education, Head Start, public school programs, English Learners, Migrant Program, and other programs. (1.4, 1.5)

### **Development of School Parent and Family Engagement Policy (1.1, 1.5)**

Parents, teachers, administrators, and community members will participate in the development of the Family Engagement Policy. Students will be involved in the policy's development as appropriate. (1.1)

### **Review of School Programs and Improvement**

The Campus Performance Objective Committee has the responsibility of evaluating our campus program annually, and implementing necessary improvements or changes based on the assessment of the campus needs assessment. (1.1, 1.5)

## **Improving/ Revising Parent and Family Engagement Strategies Based on Evaluations**

The findings of the annual evaluation will be used to improve and/or revise listed strategies within the campus Parent and Family Engagement Policy. Provide reasonable support for required parental involvement activities as requested by parents. (1.4, 1.5)

## **Strategies for Parent and Family Engagement (1.1, 1.2, 1.3, 1.4, 1.5)**

To reach parents, College Park will:

- Conduct biannual Parent-Teacher Conferences
- Facilitate parent education class with the topic of online bullying
- Promote and support the Parents and Teachers Association
- Train parents and provide materials to work with their children to improve academic performance
- Participate in annual Family Engagement Nights
- Ensure meetings and events are scheduled for flexible times to accommodate family schedules
- Develop appropriate roles for community-based organizations and businesses in parent involvement activities by:
  - Providing information about opportunities for organizations to work with parents and schools
  - Encouraging the partnerships between schools and local businesses to include parents as active participants

## **Planning for Greater Parent and Family Engagement (1.1, 1.2, 1.3, 1.4, 1.5)**

Parents will be provided:

- Regular information about programs, activities, and meetings given in a timely manner
- School performance report as well as their child's assessment results/report
- Multiple ways to provide suggestions for activities and events such as: electronic surveys administered at the end of the school year.
- Opportunities to join in campus planning and decisions during Parent Teacher Association meetings held quarterly.
- Survey opportunities to share ideas, feedback, and experiences
- Encouragement to collaborate and plan the planned schedule of events and meetings
- Describe and explain curriculum and assessments utilized by the campus, and proficiency levels students are expected to meet
- Provide timely responses to parent suggestions or concerns

## **Coordination of Parent and Family Engagement Activities with other Agencies (1.4, 1.5)**

College Park Elementary will coordinate family engagement activities with the collaboration of parents and community members and businesses.

**Use of Title I Funds (1.1, 1.5)**

A minimum of 1% of the District Title I funds must be used for Parent and Family Engagement activities. Ninety-five percent of the 1% must be allocated to campuses. Parents must be included in decisions on how these funds are spent.

**College Park Elementary Title I School-Parent Compact (1.3)**

The campus compact will address:

- The responsibility of parents and schools to create a relationship in order to improve student achievement
- Importance of communication between parents and teachers
- List contact information for school personnel via campus website
- Will define the school's responsibility for curriculum and instruction, as well providing a supportive and effective learning environment
- Will outline how parents are expected to support their children's learning