



## **School Parent and Family Engagement Policy**

### ***Westlawn Elementary School***

**2023-2024**

**Westlawn Elementary School** understands that parent and family engagement means the participation of parents and families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- Parents and families play an integral role in assisting their child's learning
- Parents and families are encouraged to be actively involved in their child's education at school
- Parents and families 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

**Westlawn Elementary School** agrees to implement the following requirements as outlined by ESSA Section 1116:

#### **ANNUAL TITLE I MEETING**

**Westlawn Elementary School** will hold an Annual Title I Meeting for all parents across the district within the months of August and September. At least one meeting will be convened during the AM and one during the PM to accommodate parent schedules.

#### **FLEXIBLE NUMBER OF MEETINGS**

**Westlawn Elementary School** will offer a flexible number of parent engagement meetings at convenient times for families, such as meetings in the morning or evening.

#### **JOINTLY DEVELOPED**

**Westlawn Elementary School** will meet with parents and stakeholders at the beginning of the year. During this meeting, parents will receive information about the school's Parent and Family Engagement Plan and will be informed of their parental right to be involved in the planning and development of the plan through meetings, surveys and questionnaires. If the program plan is not satisfactory to parents, they may submit comments on the plan to the school administrator. The plan will be sent home with students at the beginning of each school year and posted to the school's website.

#### **COMMUNICATION**

**Westlawn Elementary School** will present the Parent and Family Engagement Policy to parents at each campus meeting and will also post the policy on the campus website page once the policy has been approved. Parents will be involved in planning, reviewing and improving the policy through a yearly review. All parents will have the opportunity to participate in this review.

Campuses will distribute the Parent and Family Engagement Policy at parent conferences, family nights, and will make the policy available at the beginning of the year and all other parent and community events, as well as post the approved policy on their website.

Campuses will use a variety of communication avenues including student folders, social media, phone calls, parent conferences, parent meetings, family nights, the TISD automated phone system, and the district website to keep parents informed of information related to school and parent programs, students' expected proficiency levels, meetings, and other activities.

## DISSENSION PROCESS

Parents will have the opportunity to submit any comments/concerns to the Texarkana Independent School District Department of Family and Community Engagement office if the school wide plan and/or parent and family engagement policy is not satisfactory to parents.

*Any comments/concerns can be sent to the Family Engagement Specialist, Brittany Brookes, at [brittany.brookes@txkisd.net](mailto:brittany.brookes@txkisd.net) or by phone at 903.794.3651.*

## SCHOOL-PARENT COMPACT

**Westlawn Elementary School** will jointly develop with parents of participating children a school-parent compact that outlines how families, school, staff, and students will share the responsibility for improved student academic achievement and develop a partnership to help children achieve the state's high standard and how the plan is used, reviewed, and updated.

**Westlawn Elementary School** will hold an Annual Title I School wide parent meeting during the school year to review and discuss any needed changes to the jointly developed school compact. In the spring of each year, **Westlawn Elementary School** will review this document and revise as necessary for the coming year. Using this method of updating the compact, campuses will elicit feedback from students, faculty, and families in the spring and fall of each year.

## BUILD CAPACITY OF PARENTS

**Westlawn Elementary School** will build the parents' capacity for strong parental involvement to ensure effective involvement of parents and families and to support a partnership among the school and the community to improve student academic achievement. The following Parent and Family Engagement meeting opportunities will be available to provide assistance to parents of children served by the school:

- Campus Title I Meeting – details about Title I services, the Parent and Family Engagement Policy, and the school compacts will be discussed and attendees will be asked to provide feedback.
- State Testing - the Campus Testing Coordinator will provide a brief overview for parents of the required state assessments including information related to
  - the state's academic content standards
  - the state's student academic achievement standards
  - the state and local academic assessments including alternate assessments
  - the requirements of Title I
  - how to monitor their child's progress, and
  - how to work with educators
- Family nights for reading (literacy) and mathematics are held at campuses to provide materials, resources, and training about how parents can help students with reading and/or math content.
- Family outreach and training, family literacy services, and community participation programs to Emergent Bilingual students, immigrant students, and their families.
- 7 Habits Workshops for parents and students to learn to apply the habits at home.
- Campus Quality Improvement Council meetings will be held to include parents in the development of the district and campus improvement plans.
- English Learner parent and family nights will be planned throughout the year and translators will be available at the campus level for parents as needed.
- Dyslexia and Autism parent and family nights and workshops are scheduled at the district level to be offered and will provide parents with materials and resources to ensure student success.
- Parents are provided opportunities to attend select training and conferences for increasing their knowledge and awareness through coordination of Federal, State, and local programs.
- Campuses will provide periodic parent workshops and family nights focused on helping parents help their children at home.

**Note: When appropriate, meetings may be held virtually and/or information be presented virtually.**

## **ACCESSIBILITY**

**Westlawn Elementary School** will ask parents to work within the community to garner support for events such as field day, family nights, parent workshops, parent conferences, and various other parent events. Surveys will be sent out to parents to gather input from parents regarding topics of need and to identify barriers to parent participation. Parent workshops will be held as needed (interpreters will be available to assist with non-English speaking parents and/or parents with disabilities) to encourage parental involvement in academia. Family and community persons will be made aware of the training sessions through resources such as newsletters, use of the school sign, media, and the school website. Parents as Partners in Education meetings will also be held. TISD will also maintain a district data site for parents to access student grades and attendance at any time. Our campus maintains normal business hours and welcomes feedback in the form of personal visits, conferences, emails and phone calls. Please note, appointments are preferred so that parents may be offered our full attention.

## **STATEWIDE INITIATIVE**

Texas has established a Parent and Family Engagement Initiative hosted by the Region 16 Education Service Center. The website is: <https://www.esc16.net/page/title1swi.home>.

The Department of Family and Community Engagement at Texarkana Independent School District is responsible for assisting campuses with the review and publishing of this policy. Please contact Brittany Brookes, Family Engagement Specialist, at [brittany.brookes@txkisd.net](mailto:brittany.brookes@txkisd.net) or by phone at 903.794.3651 with any comments or suggestions. Please refer to [www.txkisd.net](http://www.txkisd.net) for information on how to become a volunteer, parent handbooks, calendars of school events, or talk to your school principal (Elodia Witterstaetter), Campus Contact (Arvis Deloney), or Family Engagement Specialist (Kayla Jones) about opportunities to serve on committees or participate in other parent opportunities.