

Lynnhaven Elementary School

School Year: 2023-2024

Parent and Family Engagement Policy/Plan and Procedures

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

- Lynnhaven Elementary School will jointly develop/revise with parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement policy/procedures to the local community.
 - In consultation with school personnel, community members, and parents the Policy was adopted on November 21, 2023
 - A list of committee members responsible for the writing of this policy can be found in Appendix A.
 - This policy was distributed to parents of participating children and to the extent practicable, provided in a language the parents can understand.
 - This policy shall be made available to the local community via the school Webpage. If the Title I plan is not satisfactory to the parents of participating children, the local educational agency will submit any parent comments with the application when the plan is submitted to the state.
 - This family engagement plan will be updated annually to meet the changing needs of parents and the school.
 - Convene an annual meeting on September 21, 2023, 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.
 - Offer a flexible number of meetings, such as in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to Parent and Family Engagement based on parent/family request. A schedule of this year's meetings can be found in Appendix B;
 - Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, schoolwide under Section 1114, and the process of the school review and improvement under Section 1116. Based on parent response from the school's 2022 Annual Parent Survey, dates and times were planned for 2023-2024 Parent Meetings and School Family Engagement Events:
 - November 17, 2023 at 10:30am-1:30pm for families and liaisons meet 8:30am - 3pm
 - March 8, 2024 at 10:30am-1:30pm for families; liaisons meet 8:30am-3pm
 - April 26, 2024 at 9am-12pm for families only
 - Implement an effective means of outreach to parents of English learners, in a language the parents can understand, to inform them regarding how they can—
 - be involved in the education of their children; and
 - be active participants in assisting their children to—
 - attain English proficiency;
 - achieve at high levels within a well-rounded education; and
 - meet the challenging State academic standards expected of all students
- Outreach includes but is not limited to:

- Family Newsletter
- Text Messages/Voicemails/Phone calls home
- Flyers and information about events sent home weekly

- Provide parents of participating children—
 - timely information about programs under this part;
 - a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
 - 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.
 - The Family Engagement Liaison, parents, and family members of the Family Engagement Review Committee will develop the Lynnhaven Elementary Family Engagement Policy.
 - The Policy will be shared with the school community for input, feedback, and necessary amendments.
 - Parent Workshops will be offered to share curriculum and assessments.
 - Math and Language Arts Quarterly Newsletters and Principal Newsletters to families will act as ongoing forms of communication between families and school.
- If a schoolwide program plan 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 district.
 - Submissions may be made to the Family Engagement Liaison or the Administration.

BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school and district must:**

- Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.
 - Provide parent training at Family Engagement events
 - Provide city-wide training for members on the Family Review Committee
 - Technology Apps to communicate with parents and give updates on student progress
- Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).
 - Send quarterly newsletters which include parent suggestions on how to help their child at home with math and reading
 - Provide parent/family training at Family Engagement events
 - Use computer based programs such as Redbird, Storia, Imagine Learning, and Nearpod
 - Provide quarterly Social/Emotional Books for each child with a lesson parents can follow while working with their children
- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parents and their communities to increase academic achievement.
 - Professional development provided to staff during staff meetings and collaborations
- Coordinate and integrate parent 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 parent engagement.
- Provide Parent training during city-wide Family Engagement Training in November, March, and April
- Outreach Programs that visit schools
 - o Virginia Beach Public Library

- o Virginia Beach Recreation Center
 - o Saplings Trip/Chrysler Museum
 - o Tutoring
 - o Visits to Technical and Career Center
- Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents. of participating children in a format and, to the extent practicable, in a language the parents can understand.
 - o Save the Date notices, fliers, and reminders are sent home in student folders
 - o Alert Now messages are sent home over the phone and through email
 - o Teachers are requested to send personal invitations to parents by newsletters, technology Apps, and personal phone calls

PART II-ACCESSIBILITY REQUIREMENTS

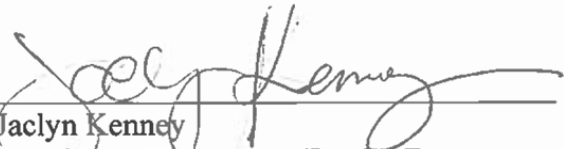
In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

- Flyers are sent home in multiple languages.
- An interpreter is available as needed for school events.

Part III - ADOPTION

This Lynnhaven Elementary Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in the Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by Lynnhaven Elementary on 11/21/2023 and will be in effect for the period of 2023-2024 school year. The school will distribute these parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 12/15/2023


 Jaclyn Kenney
 Lynnhaven Elementary Family Engagement Liaison
 11/21/2023


 Leslie Umphlette
 Lynnhaven Elementary Family Engagement Liaison
 11/21/2023

Appendix A

Name and Signature of Parents, Students, and Staff Involved in the Policy Development Process:

Name: Dr. TaShenna Wiggins

Role/Title: Principal

Signature: 

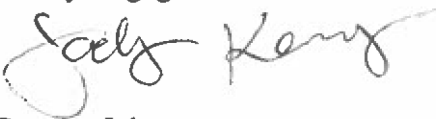
Name: Leslie Umphlette

Role/Title: Family Engagement Liaison

Signature: 

Name: Jaclyn Kenney

Role/Title: Family Engagement Liaison

Signature: 

Name: Ms. Deneen Johnson

Role/Title: Parent

Signature: 

Name: Ms. Katie Gearey

Role/Title: Parent

Signature: 

Name: Mr. Scott Bland

Role/Title: Parent

Signature: 

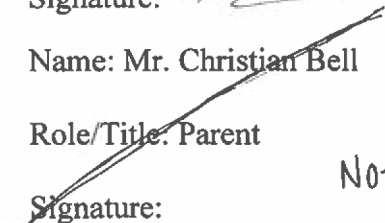
Name: Ms. Nicole Swartz

Role/Title: Parent

Signature: 

Name: Mr. Christian Bell

Role/Title: Parent

Signature:  Not participating

Appendix B

Family Engagement Parent Events 2023-2024

September 21, 2023 Fall PBIS/ SEL Night / Annual Meeting

January 25, 2024 STEAM Night

March 20, 2024 Literacy Night

May 9, 2024 SOL Olympics (3rd Grade through 5th Grade)