



**Candlewood Elementary School/  
Candlewood STEM Academy**  
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# Parent & Family Engagement Policy 2024-2025

## Mission

If students are to be successful, their parents or guardians must be actively involved in their education. Candlewood ES/Candlewood STEM developed this policy to describe how we involve parents and family members in the development of this policy and the School-Parent Compact in order to assist parents in helping their children succeed.

## School-Parent Compact

This compact explains how school staff and parents will share the responsibility for each student's academic success. The compact was developed jointly with parents and members of the school's Site Based Decision Making Committee and Parent & Family Engagement Committee.

## Annual Title I Meeting

Each year we invite parents to an Annual Title I Meeting. Notice is sent to every parent through phone contact, flyers and messaging on the marquee. Meetings are held on several different days and times, and parents have a choice of which to attend. At the meetings, we discuss Title I law and requirements, the rights of parents and students, benefits of programs offered, and other topics. We help parents and family members to attend these meetings by providing home visits to reach those families who, otherwise, have limited communication with the school.





## Policy Involvement

Parents can be involved in the planning, review, and improvement of Title I programs, including contributing to the review of this Parent and Family Engagement Policy, the School-Parent-Student Compact, and School Improvement Plan. Parents may serve as members or provide input to the School Advisory Team (SAT), Family Leadership Institute (FLI) Committee, Title I Advisory Council, and other district/campus committees. We help the parents and family members to attend these meetings by providing home visits concerning parent and family engagement.

## Program Involvement

Throughout the year we give families timely information during our annual Meet the Teacher and Parent Orientation Nights, Parent-Teacher Conferences, Student-Led Conferences, Academic Family Nights, Parent and Family Engagement programs, and Literacy Workshops. We describe our curriculum and standards, share our expectations for students, explain how student performance is measured, and how to monitor student progress. We explain how each individual child and our school as a whole is doing on state tests and other measures of performance. Through the Site Based Decision Making Committee, Family Leadership Institute (FLI), Title I Advisory Council, and other district/campus committees we offer opportunities to respond to parent suggestions, share experiences and concerns, and participate in decisions concerning services and programs offered at our school.

## Building Capacity for Parent and Family Engagement

Activities to build parent and family engagement are described throughout this policy. It is part of our role to teach parents and families how to help their children learn and how to be involved in decision-making about the education of their children. We will also provide other reasonable support for parent and family engagement activities as requested.

## Parent Training

Training and materials are provided during Parent and Family Engagement Programs, Counselor Coffees, Academic Nights and Literacy Workshops. These presentations share information with parents and family members to help them work with their children to improve academic achievement. Our school strives to coordinate and integrate parent and family engagement activities among the different programs available on our campus. Shared parent and family engagement activities are sponsored for Title I schools such as Family Literacy Program, Family Engagement Programs, Communities In Schools Program, Migrant Education Program, Title III Bilingual/ESL, and Pre-K 3/4. The development of school-business partnerships that include activities for parents and families is encouraged. Community-based organizations and businesses are given information about opportunities for working with parents and family members. Candlewood will host monthly Eagle University parent trainings.

## Staff Training

Training is also given to teachers and other staff members. All school staff view the District Parent and Family Engagement Presentation which emphasizes the importance of parents as partners and the building of ties between home and school. When possible, parents and family members are involved in the development of this training.

## Accessibility

Participation and involvement of all parents and families is important. Information related to student achievement, school performance, school and parent programs, meetings and other opportunities for participation is sent home in the home language whenever possible. Some of the standard information sent home in Spanish includes this policy, School Compact, announcements, newsletters, report cards, school profiles, and student test results.

For parents and families whose home language is other than English or Spanish, we attempt to provide translation services. For parents of migrant students, we ensure they are informed of anything they may have missed during times of migration. Interpreters for the deaf and other adaptations are provided whenever needed. We ensure the ability of parents with disabilities to participate by providing handicapped access to classrooms and buildings where meetings are held.