



Parent & Family Engagement Policy  
2024-2025

**Part 1:**

**Tradition Elementary shall** jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of ESSA Section 116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. **Section 1116 (b)(1) & (e)(5)**

Tradition Elementary strives to Engage, Encourage, Equip. Every Family. Every Day.

**PFE Policy Reviewed and Revised Site Base Meeting**

**PFE Policy Requests/Questions/Comment Contact: Debra McMeans, Academic Facilitator**

**Policy Available and/or Distributed: Campus Improvement Plan; Tradition Website**

**Campus Translation Policy: Tradition Elementary ensures that online communication is in a translatable platform as well as to identify families that are in need of bilingual documents and access to a bilingual speaking individual.**

**Campus Documents Translated: Staff will continuously communicate with families to minimize language barriers.**

**District documents: handbook, student information documents**

**Campus documents: In the event that a document is not easily translatable the opportunity to have these orally translated with families is encouraged**

**Part 2:**

**Tradition Elementary shall** convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encourage 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; **Section 1116 (c)(1)**



Parent & Family Engagement Policy  
2024-2025

Title I Annual Meeting(s):

	Date	Time	Conducted By	Reminder/Invitation Sent by
Fall	August 27, 2024	5-6:30	Debra McMeans	Open House
Fall	October 14, 2024	8-9:00	Debra McMeans	Parent Conference Day

**Part 3**

**Tradition Elementary** shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services related to parental involvement; **Section 1116 (c)(2)**

- **District-wide Coffee with Counselors - mornings and evenings**
- **ARC meeting; monthly rotating at campuses - mornings**
- **Parent-Teacher Conferences held at different times during the day to accommodate parents**
- **Additional meetings will be scheduled at varying times based on parent input**

**Part 4**

**Tradition Elementary** shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) (Campus Improvement Plan), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children; **Section 1116 (c)(3)**

- **Parents provide feedback through:**
  - **Site Base Meetings**
  - **Parent Engagement/Event Surveys**
  - **Thought Exchange**



Parent & Family Engagement Policy  
2024-2025

- **Parent Conferences**
- **Online platforms to include: Facebook, Twitter, Tradition webpage**
- **ARD meetings**
- **504 meetings**
- **LPAC meetings**

**Part 5**

**Tradition Elementary** shall provide parents of participation children ---

(A) timely information about programs;

(B) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and

(C) 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;

**Section 1116 (c)(4)**

- **Talking Points**
- **Tradition Webpage**
- **Online Platforms to include: Facebook, Twitter**
- **Monthly Tradition Calendar**
- **Teacher/Class/Grade Level Newsletter**
- **Parent/Teacher Conferences**
- **Additional meeting opportunities will be scheduled based on parent request**

**Part 6**

**Tradition Elementary Schoolwide Plan**

**Campus Improvement plan can be found on the ECISD district website. The Title I funding serves to increase teacher and student support in addition to increasing access to literacy, math, and other supplemental resources.**



Parent & Family Engagement Policy  
2024-2025

If the schoolwide program plan under **section 1114(b)** is not satisfactory, submit any parent requests and comments on the plan to: **Debra McMeans, Academic Facilitator, 210-662-1700**

**Part 7**

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **Tradition Elementary** shall: **Section 1116 (e)**

(i) provide assistance to parents of children served by the school, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

**Section 1116 (e)(1)**

- **Parent Conferences**
- **Student Led Conferences**
- **Online gradebook access**
- **Talking Points reminders/information**
- **Newsletters**
- **Mailouts**
- **Website information**

(ii) provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement; **Section 1116 (e)(2)**

- **Online resources information shared through Talking Points; newsletters, social media platforms**
- **Parent Involvement Opportunities: Science/STEM Night**
- **Parent Involvement Opportunities: Math/Literacy Night**
- **Additional materials and training for parents to work with their children will be incorporated based on parent input**



Parent & Family Engagement Policy  
2024-2025

iii) 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; **Section 1116 (e)(3)**

- **Parent input gained from Site Base Meetings, Surveys, Conferences**
- **Teachers participate in PD opportunities based on need**

(iv) to the extent feasible and appropriate, coordinate and integrate parent involvement 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; **Section 1116 (e)(4)**

- **Student Led Conferences**
- **Parents are encouraged to utilize the district's online resources**
- **Tradition Elementary will provide additional opportunities for parents to participate in workshops on an as needed basis**

(v) provide such other reasonable support for parental involvement activities as parents may request. **Section 1116 (e)(14)**

- **STEM Opportunities for primary grade levels**
- **Student Application support**
- **PTA**
- **Additional parental involvement support and activities provided based on parent input**