



J. LEWIS ELEMENTARY

Houston Independent School District
Enemencio Gomez, Principal

6745 Tipperary Ln.
Houston, TX 77061

(713) 845-7453 Office
(713) 845-4711 Fax

Parent and Family Engagement Policy - Draft

August 2025

Research supports that in order for students to be successful, their Parents/Guardians must be actively involved in their education. Lewis Elementary School developed this policy to describe how we involve parents in the development of the Parent and Family Engagement Policy and the School-Parent Compact. Both are designed to help parents as they support student achievement and to ensure parents with limited English proficiency or disabilities can participate in their children's education. This policy was developed with the assistance and approval of the parents of students participating in the Title 1 program, as well as Title 1 personnel.

CAMPUS POLICY INVOLVEMENT: Meetings will be offered in the morning or evening on two separate days in an effort to meet the needs of our students and their families. At each meeting we will discuss Title 1 laws, its requirements, and the rights and benefits to parents of students involved. We encourage our parents to attend our annual meetings. The meeting dates are posted on our website and communicated via Class Dojo. During the meetings we will explain how parents can be involved in the planning, reviewing, and improvement of Title 1 programs, including contributing to this Parent and Family Engagement Policy. We will involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school Parent and Family Engagement Policy.

We will have additional meetings to give parents of participating students timely information about our Title 1 programs, including Reading/Math tutorials, and summer school. We will describe and explain the curriculum in use at the school, explain our expectations for students, and explain how we measure student performance. We will explain how each individual student and our school as a whole are doing on state tests such as the STAAR, and other measures of performance such as benchmark testing. We will explain the forms of academic assessment used to measure student progress and the proficiency levels students are expected to meet.

We will host timely meetings to respond and acknowledge parent suggestions on the education of their child. We encourage parents to make suggestions and share experiences with other parents and participate in decisions concerning services offered and VIPS opportunities. Comments can be submitted to the school either in person, phone

calls, notes, or the school's webpage. If applicable the school will address the comments at our parent meetings or call the person submitting the comment.

We use a variety of communicative techniques such as Microsoft Teams, Class Dojo, phone calls our Student Handbook, School Website, Communication Folders, HISD Connect, Parent Teacher Conferences, Open House, Parent Engagement Meetings, Progress Reports, Report Cards, Benchmark results, and Fluency scores to solicit parent participation and deliver important information. If the School-wide Program Plan is unsatisfactory to the parents, the school submits parents' comments to the Department of External Funding and revises the plan as advised by the HISD Title 1, Part A Parental Involvement Program Administrator and other District designees as advised.

SCHOOL-PARENT COMPACT: The School-Parent Compact was developed jointly with parents of participating Title I students and explains how parents, the entire school staff, and the students will all share responsibility for improved student academic achievement, and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. Lewis Elementary will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

- Provide high quality curriculum and instruction to all students, provide homework assignments to students, provide necessary assistance to parents so they can help with assignments, and encourage students and parents by providing information about their student's progress. Parent / teacher communication is vital to the success of your child's education. We will hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held in the Fall semester and Spring Semester.
- Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
 - Progress reports, report cards, and teacher phone calls/notes to parents as needed.
- Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows: During the teachers' conference times.
- Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows we encourage all parents to become VIPS so they can volunteer in their child's classrooms during school hours We encourage our parents to monitor attendance, making sure that homework is completed, monitor amount of television their children watch, participate, as appropriate, in decisions relating to my children's education, promoting positive use of my child's extracurricular time. We encourage parents to stay informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child, via phone, Class Dojo by mail and responding, as appropriate, and serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's

School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.

BUILDING CAPACITY FOR INVOLVEMENT: To ensure effective involvement of parents and to support a partnership among school, parents, and the community to improve student academic achievement, we will build the schools' and parents' capacity for strong parental involvement by implementing the following activities:

- Assisting parents in the understanding of HISD Connect, TEKS, STAAR, the district's assessments, how to monitor a child's progress, and how to work with teachers to improve achievement of their children.
- Providing materials and training to help parents work with their children - materials and training are provided to help parents help their children, such as Family Science Night, Math and Literacy night, G/T Socials, Open House, scheduled conferences between teachers and parents, Parents University and other school functions.
- Educating teachers, pupil services personnel, principals, 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.
- Will to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other community based early learning programs - the development of school-business partnerships that include activities for parents is encouraged. Community-based organizations and businesses are given information about opportunities for working with parents. We contact churches, local businesses, and specific social clubs, to assist with parental and student involvement.

Ensuring Accessibility for all Parents

- Ensuring 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 parent can understand. Participation and involvement of all parents 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-Parent Compact, announcements, report cards, school profiles, and student test results. We ensure the ability of parents with disabilities to participate by providing handicapped access to classrooms and buildings where meetings are held.
- Providing reasonable support for parental involvement activities, such as parent resource centers that encourage and support parents to be involved.
- Ensuring the full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parent of migratory children, including

providing information and school reports in a format and to the extent practicable, in a language that parents can understand

- We encourage all parents to be involved in their child's education and we are open to suggestions and comments by phone, notes, in person, or email. Please feel free to contact us at any time.

E. Gomez, Principal