



School Parent, Guardian, and Family Engagement Policy Planning Template 2025-2026

School Starmount Academy of Excellence

Directions: The Every Student Succeeds Act (ESEA) requires each Title I school to develop a written parent and family engagement policy. Use the outline below to ensure your school’s policy includes all of the required components.

I. Parent and Family Engagement Policy

A. List names and roles (teachers, administrators, parents, etc) of persons involved in developing Parent and Family Engagement Policy.

Developing Parental Involvement Policy. Principal	Kylene Collins
Assistant Principal Representative	Sharon Cherry
Teacher Representative	Martina Adams-Davis
Teacher Assistant Representative	Ginger Markham
Parent Representative	• Claudia Soto
Parent Representative	• Greysi
Parent Representative	• Juana Julien Contreras
Parent Representative	• Melanie Molinaro
Parent Representative	• Raven Livingston
Community Representative	• Reanne Whittle

B. Briefly describe the process your school used to:

The administration, staff and parents of Starmount Academy of Excellence believe that the improved academic achievement of each student is a responsibility shared by the entire school community, including the school district, school, community members, school administration, staff, students, and parents (as defined for purposes of this policy to include guardians and all members of a student’s family involved in the student’s education). All parents are continuously invited to attend SIT. We offer meetings virtually at different times.

Our Parental Involvement Policy outlines the parent involvement activities that will be conducted during the school year. Our Parental Involvement Policy was designed by a school-based team of administrators, teachers, teacher assistants, parents, and SIT members.

II. Annual Information Meeting

- A. In September of 2025 , we will hold our Literacy Carnival Night. This meeting will give parents the opportunity to learn about the Pre-K- 5 th grade curriculum and provide input for school improvement and parent involvement initiatives. This meeting will also provide information regarding:
- a. A description and explanation of the curriculum, assessment forms, and proficiency levels and state standards.
 - b. Our school performance profile
 - c. An explanation of our instructional program
 - d. A discussion of the importance of homework, attendance, tardiness, and[S1] feelings about school

III. Flexible meeting times

- A. This year we will ensure maximum parental involvement in school opportunities and meetings by using a [S2]flexible schedule.

IV. Title I Part A Planning

- A. Title 1 Planning will take place at our Fall Title 1 meeting before our Literacy Carnival to allow for parent input to strategies to support our schools growth and progression.

V. Parent Information and Opportunities

Communication with parents is crucial for student academic success. Starmount Academy of Excellence uses a variety of methods to communicate with our parents and school community.

- a. Parent Square--Online Platforms: Starmount Academy of Excellence, we utilize an online platform called ParentSquare to communicate regularly with parents regarding academics and behavior in the classroom. Newsletters and school information will also be sent through this platform. You are also able to directly communicate with your child's teacher(s) and school staff through this platform. Please make sure that this APP downloaded to your phone.
- b. Agendas: All Kindergarten through Fifth grade students will receive an agenda to record daily assignments. The agendas are used to send daily messages between parents/guardians and the classroom teacher. Please initial your students' agenda each night to acknowledge that you have seen [S3]the agenda.
- c. Wednesday Folders: A communication folder will be sent home every Wednesday with graded student work samples and pertinent school/classroom information. Some information in the folder may need to be signed and returned to school, while other information and papers can be kept at home.
- d. Parent Teacher Conferences: Fall Parent-teacher conferences are scheduled after Quarter 1. Teachers will be available to review your child's progress and answer any questions you may have. We will also have mid-year parent conferences this year. Parents may schedule additional conferences as needed. These conferences may be offered in person or via zoom.
- f. Open House: Open House and Orientation events are scheduled each August to provide parents with the opportunity to meet faculty and staff of our school, tour our beautiful campus, and meet their child's teacher. During Open house we will also offer support for transportation, car rider tags, and lunch forms

VI. School-Family Compact

- A. Discuss timeframe and strategies to present and explain compact to parents as it relates to the child's achievement. Include strategies to inform parents with

language barriers and/or disabilities

VII. Building Parent and Family Engagement Capacity

A. Parent Workshops: Starmount Academy of Excellence will offer periodic workshops directed to enhance parent awareness in the different topics related to child education. **School Improvement Planning:** Parents are encouraged to participate in school improvement planning for our school by participating in any of the following activities: **School Leadership Team:** Parents may serve as members of the School Improvement Team of Starmount Academy of Excellence. This body is charged with drafting the annual School Improvement Plan.

b. Providing Feedback: All parents may share their thoughts, hopes, and ideas for increasing student achievement at Starmount Academy of Excellence and enhancing our school culture. **c.**

School Leadership Team Meetings: All parents are invited and encouraged to participate in our School Leadership Team meetings where we will discuss the School Improvement Plan and track progress towards our goals.

d. PTO: We will work to revitalize our PTO with fidelity to build strong partnerships with parents and community stakeholders, encouraging shared responsibility for student success.. This is a great way to volunteer and stay involved and informed!

e. Expand Community Outreach: Strengthen partnerships with local businesses and organizations to explore ways they can support the students, staff, and mission of Starmount Academy

f) Enhance Communication Through Our School Website: Regularly update the school's website with important documents, announcements, and highlights of current events and achievements to keep families informed and engaged.

g) Increase Family Engagement Opportunities: Plan and host monthly family engagement events throughout the school year to strengthen home-school connections and foster a sense of community.

VIII. English Learners and Disabled Parents and Families

We will provide full access to parental involvement activities for parents of Exceptional Students and Limited English Proficiency. The school will translate the documents that will be sent home to parents and will also have interpretation available when needed to facilitate the communication between staff and parents. We invite you to call the school to ask any questions you may have or to schedule a visit or meeting. It is our hope that your child(ren) will have a wonderful learning experience at Starmount Academy of Excellence. Parents will be encouraged to participate in the School Leadership Team, Parent Teacher Association and other school activities. Parents are also welcomed to submit Parent Involvement activity requests to our Parent Involvement Committee. As always, Starmount Academy of Excellence will be sensitive to the cultural background of parents, students and the community in general and will provide a welcoming environment for all.

IX. Parent/Family Requests

A. Starmount will accommodate parents schedules for conferences, by offering Teams meetings, phone calls and in person meetings to meet theirs and their families needs. The school improvement team and PTA will offer places for parents to be heard and offer ideas and suggestions.

X. Annual Evaluation

A. Each year at the beginning and end of the school year the school improvement team will meet to discuss the parent and family engagement policy and how we can add components to involve more parents.

XI. Other Parent and Family Engagement Practices

A. Describe how your school addresses the following, **only** if practices are part of your schoolwide plan.

1. Involve parents/families in the development of training for teachers, principals and other educators
2. Provide necessary literacy training
3. Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care cost
4. Train parents and families to enhance the engagement of other parents
5. Arrange school meetings at a variety of times or conduct in-home conferences for those unable to attend in school activities
6. Adopt and implement model approaches to improving parent and family engagement