Southwestern Elementary School

School Year: 2026-2027

School Parent and Family Engagement Policy

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

A. Southwestern 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.
   - Parent Reprepresentatives will be involved in the development and finalization of the plan.
   - Policy updates will be shared with the school level Parent Advisory Committee (PAC) for feedback and will be finalized with all stakeholders by October 1 of each year.
   - The policy will be discussed and reviewed with all stakeholders during school-wide events beginning with the annual Title I meeting and continuing throughout the school year.
   - The policy will be available on the school's website by October, and a copy of the policy will go home to all parents.

B. Convene an annual meeting, at a convenient time, 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.
   - Annual Title l Meeting will be held on September 24, 2026 at 5:30pm in the cafeteria of Southwestern Elementary School. The meeting will include a presentation on Title I school-wide programs, requirements, and parent rights.
   - This meeting presentation will continue to be available to parents throughout the school year and will be posted on the school's website.
   - Parents will be notified via school messenger system, school website, social media outlets, and flyer.

C. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, childcare, or home visits, as such services related to Parent and Family Engagement.
   - Meetings will be held at different times in the morning, evenings, and during the school day to accommodate parental access and scheduling.
   - Offer virtual meetings to accommodate schedules.
   - Volunteers will be utilized to assist with monitoring of children during meetings to enable parents to fully participate in meetings and events.
   - Southwestern Elementary Family Engagement Events:
     September 24, 2026 5:30pm Title I Meeting Back To School Block Party
     November 19, 2026 6:00pm Storybook STEM
     December 10, 2026 6:00pm The Gift of Reading and Math
     February 25, 2027 6:00pm Mad Science STEM Night
     April 16, 2027 10:00am Are You Smarter Than A Mustang?

D. 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.

- School level Parent Advisory Committee (PAC) meetings will occur at least two times a year.
- September - Parent representatives will be involved in the planning, review, and finalization of the school plan.
- April- parents will review progress on goals outlined in the Title 1 schoolwide plan and parents will provide input on updating the school's Title I Parent and Family Engagement Policy.
- The SWES Family Engagement Committee facilitator will also meet the last Friday of each month with PTA parent representatives as well in order to discuss ongoing improvements to the school plan.
- Title I Parent Advisory meetings will be held in October, December, February, and April.

E. 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
- Notice of parent and family events will be provided in the home language of students.
- Collaborate with the ELL teacher/representative for family engagement.
- Bilingual translators or translation apps will be made available as needed.

F. 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 practically possible.
  - Parent Teacher Conferences and additional parent meetings are used to relay student progress and decisions about a child's educational progress.
  - Curriculum information sent home to parents.
  - Types of academic assessments used to measure progress and proficiency are shared by grade level teachers with parents
  - Progress reports are available every 4 ½ weeks through the Home Access Center (HAC).
  - A testing calendar is located on the Suffolk Public Schools website.

G. If 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 LEA.

- During the September school Parent Advisory Committee meeting, parents will be given the opportunity to offer feedback and approve the Title I schoolwide plan.
- Parents will be informed at the Annual Title 1 Meeting in September of the complaint process and information will be sent home.
- The school Parent Advisory Committee will take comments and concerns throughout the year to assist in creating solutions.
- Parents will be consulted annually to address concerns with the school plan through use of surveys and meetings.

PART II-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 LEA must**:

- Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.
    - Teachers share academic information and progress monitoring with parents at orientation, family engagement events, and conferences.
    - Curriculum At A Glance information is sent home to parents.
    - Parents are provided with information on how to access HAC to monitor progress.
    - Parent-Teacher conferences are scheduled within hours that can accommodate the needs of the stakeholders and offered in person, by phone, or virtual to discuss academic progress.
    - Parent Nights are held to distribute information regarding state expectations and student progress.
    - School and district website access is provided and explained to parents.
    - Progress reports and report card explanations and discussions.
    - Family engagement events.
    - Provide materials and training to help parents support their child' s learning specifically in the areas of literacy and math and the training and using of technology.
- 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).
    - Materials and training for parents are held at parent workshops and family engagement events throughout the school year that focus on reading, math, and science.
    - Teachers also provide parents with additional materials, strategies, and websites that support student learning.
    - PTA offers a Ready Tech Go technology safety program at one of our family engagement events.
- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parent and their communities to increase academic achievement.

- Professional Learning Communities, faculty meetings, and summer training provide professional development that focuses on academic achievement while forming relationships with students and parents. District level professional development is also provided during the school year.

- 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.
    - Southwestern Elementary has two Early Start classrooms housed in the building.
    - Southwestern Elementary coordinates before and after school programs with Alpha Best and the YMCA.
    - Monthly or semi-monthly family engagement events.
    - Ensure that parents are signed up to receive texts and emails regarding parent resources and engagement opportunities.

- 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.
    - Notice of parent events will be provided in the home language of the student.
    - Parents will be notified by social media, website, flyers, and school messenger.

The following are allowable activities:

1) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
    - Parents are invited to participate on the Division Wide Title I Advisory Committee.
    - Parent representative is involved in school leadership team meetings.
    - Surveys sent out during the school year to gauge parent feedback regarding instruction.

2) May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.
    - Training is infused in the family engagement events.

3) May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
    - Adult volunteers and school staff assist with monitoring of children to enable parents to participate in family engagement meetings and training sessions.

4) May train parents to enhance the involvement of other parents.

- Information is disseminated on school website and social media accounts such as Twitter, Facebook, and Instagram as efforts to involve parents.
- PTA officer parents actively try to involve additional parents.

5) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.
   - School personnel will accommodate in-home and virtual meetings as needed.
   - Conferences offered before and after school in addition to during school hours as needed.
   - Offer meetings at varying times before and after school to increase more participation opportunities.
   - Evaluate participation via surveys or conferences to improve attendance in future meetings.

6) May adopt and implement model approaches to improving Parent and Family Engagement.
   - Use of surveys to plan and improve engagement based on parent feedback.
   - Provide engagement opportunities based on data needs.
   - Invite at least 1 parent representative from the school members to attend an annual meeting and offer input and suggestions.
   - The school will provide incentives/raffles for families to attend events.

7) May establish a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.
   - Two parents are selected from Southwestern Elementary to serve on the District Wide Committee that meets quarterly.

8) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.
   - Include community based organizations and businesses in Parent and Family engagement events as vendors or presenters.
   - Invite community based organizations and businesses to participate in Family engagement events.
   - Post flyers on school website and social media to increase community awareness.

PART III-SCHOOL-PARENT COMPACT

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SCHOOL-PARENT COMPACT

The Southwestern Elementary School, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

This school-parent compact is in effect during the 2026-2027 school year.

REQUIRED SCHOOL-PARENT COMPACT PROVISIONS

School Responsibilities

The Southwestern Elementary School will:

1. **Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's challenging State academic standards as follows:**

- Utilize approved high quality instructional materials and research based instructional practices when teaching.
- Professional development, coaching, and modeling of effective teaching practices while utilizing division curriculum pacing and framework. Weekly Professional Learning Community meetings.
- Additional support and intervention provided for students from reading specialist, interventionist, academic coach, teachers, and teacher assistants as needed.
- On task student incentives that align with PBIS systems to ensure an effective learning environment that is conducive to student learning.
- Provide safe and supportive classrooms that provide differentiation to meet the needs of learners.

2. **Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held:**

- October 9, 2026 January 22, 2027 March 8, 2027

3. **Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**

- Interim Reports: September 25, 2026 December 4, 2026 February 25, 2027 May 7, 2027
- Report Cards: November 6, 2026 February 5, 2027 April 16, 2027 June 4, 2027

4. **Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**

- Back To School Block Party Title I Meeting On September 24, 2026
- Parents Teacher Conference Dates: October 9, 2026 January 22, 2027 March 8, 2027
- Additional times before, during, or after school via in person conferences, virtual conferences, and phone conferences as needed and scheduled.
- Email and phone communication is available as well.
- Class Dojo

5. **Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:**

- Family Engagement Events are provided as opportunities for parents to discover ways to support student learning in reading, math, and science

- Volunteer opportunities are available when scheduled in advance with the classroom teacher and/or school administrators

6. **Ensure regular two-way, meaningful communication between family members and school staff that is, to the extent practicable, in a language that family members can understand, as follows:**

- Families will be provided with classroom teachers and school staff school contact information.
- In addition to regular progress updates with interim reports and report cards, teachers will provide frequent communication to update student progress based on a way that family members prefer (phone call, conference, text, email, Class Dojo).
- Phone calls and conferences will be utilized to discuss opportunities for extra support to ensure family members understand the extra supports available.
- School staff will utilize translation services and consult school counselor if additional translation support is needed.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

• Monitoring attendance.

• Making sure that homework is completed.

• Monitoring technology use.

• Volunteering in my child's classroom.

• Participating, as appropriate, in decisions relating to my children's education.

• Staying 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 or by mail and responding, as appropriate.

• Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's 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

PART IV-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.

- Parents will be provided with opportunities to share feedback on family engagement events and instructional practices through the use of surveys and opportunities for two way communication.
- Translate key documents and family engagement information into language parents can understand. This includes Title 1 policy.
- Meetings and events will be held at various times to accommodate parent schedules.
- Include questions about accessibility and understanding of school reports in Title I annual reviews, family engagement events, and parent conferences.

PART IV-ADOPTION

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

The Parent and Family Engagement Policy/Procedures were developed/revised by Southwestern Elementary School on 9/16/26 and will be in effect for the period of 2026-2027. 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 October 1, 2026

Signature of Title I Authorized Representative:
Kimberly Bass

Date:
9/16/26

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

Name: Ashlee Garnett

Role or Title: Parent

Signature: Ashlee Garnett

Name: Lori Mounie

Role or Title: Principal

Signature: Lori A. Mounie

Name: Natalie Karakla

Role or Title: Assistant Principal

Signature: Natalie Karakla

Name: Abygail Newsome

Role or Title: Academic Coach

Signature: Abygail Newsome

Name: Jennifer McCune

Role or Title: Reading Specialist

Signature: Jennifer McCune

Name: Sallie Barnes

Role or Title: Counselor

Signature: Sallie Barnes

Name: Elizabeth Alston

Role or Title: Teacher

Signature: Elizabeth Alston

Name: Beth Langston

Role or Title: Teacher

Signature: Beth Langston

Name: Tracy Brown

Role or Title: Teacher

Signature: Tracy Brown

Name: Bonnie Young

Role or Title: Teacher

Signature: Bonnie Young

Name: Sarah Olivar

Role or Title: Teacher

Signature: Sarah L Olivar