GLEN COVE ELEMENTARY

School Year: 2026-2027

Parent and Family Engagement Policy/Plan and Procedures

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

A. Glen Cove Elementary 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.

- Title 1 Staff will create a rough draft of the Parent and Family Engagement Policy/Plan and Procedures document.
- Title 1 Staff will email the draft document to all Title 1 Committee members to review.
- Title 1 Staff and Title 1 Committee members will meet at a future date to review/revise the draft document.

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.

- The Title 1 Annual meeting was held on August 21st, 2026 from 5:30-7:30pm.
- An informational PowerPoint was given, and families received an informational flyer.

C. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to Parent and Family Engagement.

- Parent and Family Engagement meetings are provided during evening hours.
- Childcare is provided when appropriate.
- Dinner may be provided at events to encourage attendance.

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.

- The Glen Cove Elementary School Parent and Family Engagement Policy was reviewed and approved on 9/23/26.
- Our two Title 1 parent representatives were invited to the meeting, and all committee members were emailed the document prior to the meeting.

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
- All parent-distributed Title 1 documents are translated into our 5 different languages.

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.
- Title 1 flyers and invitations will be sent out at least 1 week prior to an event.
- Academic Assessment results used at Glen Cove Elementary to measure students progress include the following: Virginia Language and Literacy Screening System (VALLSS), Mastery Connect, IXL Benchmarks, SOL Scores, Virginia Kindergarten Readiness Program (VKRP), and World-Class Instructional Design and Assessment (WIDA).
- Parent Communication is provided by the following: email, Class DoJo, phone calls, notes, etc.

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 district.
    - Parents can submit concerns to the Executive Director of Elementary Instruction, Kimberly Bradshaw.

PART II-**REQUIRED** SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level Parent and Family Engagement policy, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement.
- Provide frequent reports to parents on their child's progress.
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.
- Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.
- Provide high quality curriculum in a supportive and effective learning environment, following the Roanoke County Math Plan and the Roanoke County Literacy Plan including targeted Reading Intervention Plans.
- Help students follow school and classroom procedures using Positive Behavioral Interventions and Support (PBIS).
- Offer at least 3 parent involvement events during the school year.
- Provide opportunities for parents to volunteer and participate in school activities.
- Parents should make sure their child/ren is/are on time and attends school regularly.
- Parents should support the school's efforts to maintain proper discipline.
- Parents should encourage their child/ren to complete all homework assignments.
- Parents should attend parent involvement events, volunteer, and participate in school activities when possible.
- Parents should communicate with teachers as needed with concerns.
- Students should let their teacher and family know if they need help.
- Students should complete homework and classwork assignments to the best of their ability.

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 district must**:

- Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.
- Teachers will encourage parents to attend parent/teacher conferences to review academic standards and the child's progress.
- 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).
- Teachers will encourage parents to attend parent teacher conferences so that they can address literacy, technology, and educational questions.
- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parents and their communities to increase academic achievement.
- 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.
- Roanoke County Public Libraries and Roanoke County Sheriff's Office are invited to at least one Title One activity throughout the year.

- Glen Cove Elementary has 2 preschool classrooms.
- 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.
- Glen Cove Elementary represents 5 different languages. Parents are provided with translated documents.

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.
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.
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.
4) May train parents to enhance the involvement of other 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.
6) May adopt and implement model approaches to improving Parent and Family Engagement.
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.
8) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.

PART III-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.

- Glen Cove Elementary provides translated copies of school documents.
- Glen Cove Elementary provides translators who help with parent/teacher conferences.
- Glen Cove Elementary provides a translation line for teachers/parents to assist with parent communication.

PART IV-ADOPTION – This Glen Cove Elementary 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 Glen Cove Elementary on 9/23/26 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 10/02/26.

Signature of Title I Authorized Representative
Ellen Allen

Date: 9/23/26 Ellen Allen

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

Name: Ellen Allen
Role or Title: Title 1 Teacher
Signature:

Name: April Brubaker
Role or Title: Principal
Signature:

Name: Matthew Gouker
Role or Title: Assistant Principal
Signature:

Name: Tia Scarpinato
Role or Title: Reading Specialist
Signature:

Name: Donna Hall
Role or Title: Teacher
Signature:

Name: Erin Thomasson
Role or Title: Teacher/Parent
Signature:

Name: Vyvyana Cox
Role or Title: Special Education Coordinator
Signature:

Name: Stephanie Hodges
Role or Title: Grand Parent
Signature:

Name: Anh Thu Nguyen
Role or Title: Parent
Signature: