

**KIRKSEY ELEMENTARY
PARENT AND FAMILY ENGAGEMENT POLICY
2019-2020**

Statement of Purpose

Kirksey Elementary is committed to providing a quality education for every child enrolled in the school. To achieve this goal, Kirksey Elementary wants to work with parents and with the community. Everyone will gain if staff and parents work together to promote high achievement for all children. The expectations will be to have neither the parent nor the staff doing the job alone. Parents play an extremely important role as the children's first teachers. Their support for their children and for the school is critical to their children's success.

Kirksey Elementary recognizes that some students may require extra assistance that is available through the Title I Program and various other educational services offered throughout the district. Kirksey Elementary intends to include parents in all aspects of the district's Title I Program. The goal is a school-home partnership that will help all students in the school to succeed.

Motto: We are focusing on building relationships that enable all students to develop confidence and social/emotional connections that lead to self-motivation and ownership of academic success.

Parent Involvement in Developing Program

An advisory committee consisting of parents, members of the community, school staff, and administration will meet to develop Kirksey Elementary Parent and Family Engagement Program. This committee will be chosen from volunteers at campus level, representative of the school's demographics.

Also, Kirksey Elementary understands that the Parent and Family Engagement Policy is part of the larger district and campus improvement plans. The committee will help develop and revise the campus improvement plan.

Building Capacity

Kirksey Elementary values the partnership of the parents in their children's education. There are many ways parents can make significant contributions to student success both at home and by volunteering at the school. Student achievement is the result of effective home-school-community partnerships.

Kirksey Elementary:

(1) shall provide assistance to parents in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children;

- Parent Portal
- STAAR Confidential Student Report (CSR)
- Fall Parent Meetings about TEKS (Texas Essential Knowledge and Skills), testing, and learning strategies
- Invitations to attend child's class at any time
- Daily Planner – information to complete assignments, examples, vocabulary, notes
- Forms of communication (e-mail, phone calls, texting, face-to-face, web pages)

(2) Shall 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, as appropriate, to foster parental involvement;

- Parent meetings at the beginning of the year
- Classroom Rules and Procedures
- Parent Portal (kept-up-to-date)
- Progress Reports
- E-mail
- Face to face contact
- Phone calls
- Texting
- Before school and after school help (parents may come ask questions)
- Invitations to attend child's class at any time
- After school assistance for parents
- Daily Planner –information to complete assignments, examples, vocabulary, notes
- Assignments and graded papers used for reference

(3) Shall educate teachers, 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;

- Parent Survey
- Site-Base Committee

- Parent Involvement
- Workshops
- Region 16 Training Videos

(4) Shall ensure that information related to school and parent programs, meetings, and other activities is sent to parents in various forms of communication. Communication with parents may be provided through the following sources:

- Booker ISD website
- One Call Now
- E-mails
- Written notices
- Phone calls
- Conferences
- Remind App
- Weekly Kiowa Folders/ Planners
- Home visits as needed throughout the school year.

Parents are encouraged to take the initiative to call their child's teacher with concerns. They may also request translation services. All correspondence will be in English and Spanish;

(5) shall involve parents and community in the development of training for teachers, principals, and staff to improve the effectiveness of such training:

- Curriculum Meetings
- Site-Base Committee
 - List of site-base members posted on district website and around the school
 - Agenda posted in advance for people to contact committee members with concerns and ideas
- Parent Involvement Committee
 - List of members posted on district website
 - Agenda posted in advance for people to attend or contact members with concerns and ideas
- Parent Survey

(6) shall 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 parental involvement and participation;

- Parent-Teacher Night
- Parent-Student Conferences

(7) shall establish a campus parent involvement committee (site-base) to provide advice on all matters related to parental involvement in programs supported under this section

(8) shall provide other reasonable support for parental involvement activities under this section as parents may request;

- Establishing more purposeful meetings for parent to share their concerns and ideas
- Group activities involving parent concerns

(9) shall provide parents with information about Title I, Part A programs that includes a description and explanation of the school's curriculum, how they can access the on-line help, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet and the parent's right to be involved in the Title I, Part A program;

- There are two meetings per year; fall Title 1 Part A meeting and spring Title 1 Part A meeting.

(10) shall provide each parent timely notice when their child has been assigned or has been taught for four or more consecutive weeks by a teacher who is not certified;

- Requirement date is set by the state.
- This information is sent, by mail, to the parent, through the Federal Program Director's office.

(11) may provide necessary literacy training from funds received under this part if the local agency has exhausted all other reasonably available sources of funding for such training;

(12) may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

- NHS and Student Council students volunteer for child care

(13) may train parents to enhance the involvement of other parents;

(14) may adopt and implement model approaches to improving parental involvement; and

(15) may develop appropriate roles for community-based organizations and businesses in parent involvement activities.

Coordination of Programs

During the spring, Booker JH will work cooperatively with Kirksey Elementary on the transition of the students. Parental involvement strategies will be coordinated to assist the transition from elementary into junior high.

Annually, Kirksey Elementary will assess the needs of the parents and children in the school community using a variety of tools including a survey. The findings will be used to revise the Title I program to meet the current needs. Workshops or other training will be made available to educators and parents to address these needs. Parents will be notified about training opportunities.

Reservation of Funds

The Title I Part A allocation is less than \$500,000 so no money is required to be reserved for parental involvement. The district and campuses are still required to provide a parental involvement program and services.

Annual Meeting

Kirksey Elementary will hold an annual meeting during the first six weeks of the new school year for all parents. At that meeting the Title I program will be described, the Parent and Family Engagement Policy will be distributed and reviewed, and opportunities for parental participation will be explained. Parents will be offered a chance to become involved in revision and updating the policy. Parent volunteers will be recruited to serve on the campus parent involvement committee.

Translation will be available. Parents will be sent written notices about the meeting times and will also be contacted by texting, emails, and BISD website.

Since the goal of Kirksey Elementary is student success, the expectations for school performance, individual student assessments, and grade level curriculum will be provided in a format parents can understand.

Parents will be advised that the effectiveness of the Parental Involvement Program will be evaluated annually and the policy will be revised to meet the needs of the students, school, parents, and community.

School-Parent Compact

Kirksey Elementary will consult with the parent involvement committee to annually develop, review, and revise the school-parent compact. The compact will identify the responsibilities of the staff to provide high-level curriculum and

instruction, and the expectations of the parents to provide support in their children's learning. The compact will address the best ways to maintain positive, timely communication between school and home. The compact will be available to all parents and families in the enrollment packet, in the student handbook, on the school website, and it will be discussed at parent-teacher conferences.

Evaluation

Kirksey Elementary Administrators and Campus Site Base Committee will work to evaluate the effectiveness of the Parent and Family Engagement Program. Surveys, classroom observations, assessment data, curriculum meetings with staff, and other resources will be used to determine the needs and develop revised strategies for student success. Parental input will be sought. Revisions to the Title I Program and Parent and Family Engagement Policy will be developed and agreed upon with parent input and will be communicated to the parents in the school.

Concluding Statement

Kirksey Elementary is committed to the success of students. We will work together with parents to monitor the effectiveness of our Parental Involvement and Title I Programs and to provide excellence in education. This policy will be promoted by the administrators, principal, and other school staff as we seek active participation by our parents.

Date: Revised with Parent Involvement Committee 06/06/2019