

# **Tavola Elementary**

## **Parent and Family Engagement Policy**

### **2020-2021**

#### **Vision Statement**

We believe at Tavola Elementary that the best strategy for achieving the mission of our school is to develop a forward-thinking community of staff, students, and parents who envision a school in which:

- We take collective responsibility for helping all students learn at high levels.
- We have a strong partnership with parents and provide information in a timely manner to support the learning of their children.

#### **Mission Statement**

The mission of Tavola Elementary is to ensure all students achieve the highest levels of learning required for every child's success.

#### **CORE VALUES**

At Tavola Elementary, we believe that all students and staff must be: Responsible Citizens, Effective Communicators, Academically Prepared, Lifelong Learners, Interpersonal Collaborators, Thinking with Innovation, and Yes Minded!

## **Every Child, Every Day!**

We believe learning involves a strong partnership between the students, school staff, and parents. Parental involvement is a key part of the success of our students. Research studies consistently show that high student achievement and self-esteem is closely related to positive parental participation in education.

We encourage our parents to be involved in many ways and at all levels.

Title I regulations require that each school served under Title I jointly develop with and distribute to parents of participating children, a written parental involvement policy agreed on by the parents that describes the requirements outlined in Title I law.

#### **A. POLICY INVOLVEMENT**

1. 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; an annual parent meeting will be held at the beginning of each school year in order to review the parent Title I School requirements, Parental Involvement Policy, and School-Parent Compact. The principal will update the parents on the school's rating and plans for improvement.

2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement. Parents are invited to numerous meetings throughout the year, offered at different times throughout the day. We provide grade level meet the teacher nights and an open house which allows parents to see the classrooms and visit with the teacher. In addition, parents are invited to parent teacher conferences in order to stay up to date with their student's academic and behavioral progress. We also have available a parent resource center that is available to families throughout the school day. The center includes technology resources, reading material with information on how to get involved and receive resources for your family. Additionally, we offer Parenting Partners classes to help parents learn more about combining leadership and parenting skills that help empower parents to become vital contributors to their children's academic success. Parents are encouraged to become NCISD volunteers throughout the year as well.

3. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including planning, review, and improvement of the school parental involvement policy; Our school invites parents to participate in review and revision meetings to discuss and examine our Campus Improvement Plan and Parental Involvement Policy four times a year (September, December, March and June).

4. Provide parents of participating children timely information about programs under this part; descriptions 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; and 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 suggestions as soon as practically Possible. Our school shares state reports, ratings, academic expectations, assessment results, grading guidelines, school schedules, classroom schedules and behavior expectations through a variety of communicative techniques.

- School Website
- Teacher Website
- Teacher-Parent Email
- Phone Calls
- School Facebook Page
- Parent-Teacher Conferences
- Title I Meetings
- Family Night Meetings
- Parent Handbook
- District Parent Handbook
- School Newsletter
- Classroom Newsletter
- Thursday Folders

- IEP Meetings
- Progress Reports
- Report Cards
- RTI Meetings
- ARD Meetings
- Individual Notes Home
- Parent Resource Center
- School Marquee
- Site Based Planning Meetings

## **B. SHARED RESPONSIBILITY FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

As a component of the school-level parental involvement 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. Tavola Elementary believes strongly that each student's education is the responsibility of the teacher, parents, and child together. For this reason, we utilize a Parent Teacher Compact trifold that has been developed by a team of teachers, parents, and stakeholders. This compact is reviewed at the beginning of each year and is utilized throughout the year to motivate students and parents to become more involved in the educational process and to let parents know they are a partner in their child's education.

## **C. BUILDING CAPACITY FOR INVOLVEMENT**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part.

1. Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the state's academic content standards and state student academic achievement standards, state and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children.

Our school will provide information and training to our parents in understanding the state's student academic standards in all content areas through family academic nights, as well as, parent-teacher conferences, and resources in our Parent Resource Center.

2. Shall provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. Our school will host multiple family nights that work with parents on activities they can do at home in order to support their child's literacy development and technology use.

3. Shall educate 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.

Parent requests and suggestions will be taken in the form of parent surveys, as well as when individual parents make their needs known to the faculty and staff individually or collectively in the form of personal meetings, emails, phone calls or during a campus planning meeting. Information derived will be utilized by the school's Administrative Team and teachers to strengthen the tie between school and home for the purpose of increasing student achievement.

4. Shall ensure that information related to school and parent programs, meetings and other activities are sent to the parents of participating children in a format and, to extent practicable, in a language parents can understand. Tavola Elementary will send home school wide correspondence in English and Spanish. We have translators available to assist with parent communication when needed.

#### **D. ACCESSIBILITY**

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

All students and parents are considered to be an important part of our learning community. Regardless of English proficiency or disability, all parents are encouraged to be involved in their child's school environment. For this reason, if there is a special need identified that would help a parent understand the educational process of their child, assistance will be provided.

Examples of support include:

- Interpreted school documents in a parent's primary language.
- Having an interpreter on hand to translate important information at school wide meetings and events.
- An interpreter to provide translation in parent/teacher conferences.
- Books and pamphlets available in English and Spanish in our parent resource center.

### **Family Engagement Plan**

#### **A. Facilitating Family-to-Family Support**

Tavola Elementary will utilize the Parenting Partners program to establish family-to-family partnerships. The program develops skills in parents and allows collaboration and partnerships between families.

### **B. Establish a Network of Community Resources**

Our campus provides multiple resources through lists developed by the district. Parents have this information available to them in the Parent Resource Center and through our campus counselor.

### **C. Increase Family Participation in Decision-Making**

Tavola Elementary recruits parents for our Site Based Committee during registration, family nights, PTO events and open houses. We encourage all parents to get involved and as many as possible to serve on the decision-making committee.

### **D. Equip Families with Tools to Enhance and Extend Learning**

We provide a Parent Resource Center with extensive information about community programs for continued learning. In addition, we send home information to parents with opportunities for them to learn more about extended learning opportunities.

### **E. Develop Staff Skills in Evidence-Based Practices that Support Families in Meeting their Children's Learning Benchmarks**

We provide ongoing training to teachers and staff about parent communication, parental involvement, and ways they can involve parents in the educational progress of their students. We believe that the partnerships between parents and school staff are vital to the academic success of our students.

### **F. Evaluate Family Engagement Efforts and Using Evaluation for Continuous Improvement**

We utilize information gained from the yearly parent survey to make continuing improvements in our family engagement efforts. In addition, we utilize parent input and feedback to make adjustments as well.