

Park Avenue Elementary
Family and Community Engagement (FACE) Policy
2021-2022

Park Avenue Elementary School understands the importance of involving family members, and the community as a whole, in promoting higher student achievement and general goodwill between the district and those it serves. Therefore, the district shall strive to develop and maintain the capacity for meaningful and productive family and community involvement.

Park Avenue Elementary staff will use various communication strategies to provide additional information to parents and guardians to increase family and community involvement in supporting classroom instruction.

- The district’s automated phone messaging system will be used to remind families of upcoming meetings and other activities. Families will be provided report cards every nine weeks and will receive interim reports half-way through each nine-week period.
- Other methods of increasing communication will be utilized including phone, mail, newsletters, the use of families' email addresses, announcements in the local paper, local radio announcements, school marquee, social media, Class DoJo, homework folders, the district website, PBIS app, and the school website.
- Teachers will keep a communication log to document communication between home and school.
- The school’s principal will hold an Annual Parental Involvement Meeting to give families a report on the state of the school and to review what students will be learning, how students will be assessed, what families should expect from their child’s education and how a family member can assist and make a difference in his child’s education.

Park Avenue Elementary will hold family meetings and activities throughout the year to increase family and community involvement and build staff and parent capacity to engage in these types of efforts.

- Two parent/teacher conferences will be held each year. One during the first nine-week period and one during the third nine-week period.
- Kindergarten and new student registration will be held in the spring.
- To ease the transition from Pre-K to early elementary, Park Avenue Elementary will provide a literacy packet and a kindergarten handbook for children and families registering for kindergarten.
- Park Avenue Elementary will sponsor and encourage parents to attend an Open House, a beginning of the year informational event, a family night event, a district-wide Maker Faire, PTO meetings and other academic and enrichment activities such as award programs, Spelling Bee, One Book One School, Accelerated Reader/One Book One School Kick-Off, two Book Fairs, and a Black History Month Program
- “Real Men Read,” will be held during the month of February. Male relatives of students and male community members are invited to volunteer to read to classes, Pre-K through 4th grade.

- Park Avenue Elementary will participate in the WATCH D.O.G.S. program to provide positive male role models for the students. Instruction will be provided to parents on how to incorporate developmentally appropriate learning activities in the home environment such as Lunch and Learn events.
- Park Avenue Elementary will facilitate the formation of a PTO that meets four times a year between August and May.
- Park Avenue Elementary will conduct an Annual Title I meeting for families of the students who participate in the Title I, Part A Program. The meeting will be conducted separately from any other meeting or activity.

Park Avenue Elementary will encourage parents and community members to volunteer.

- A Parent Volunteer Survey will be distributed at signing day. Parents will be encouraged to complete the form that asks about hobbies, special interests and lists various volunteer opportunities and time preferences.
- Staff members will be encouraged to use these surveys that are housed in the library.

Park Avenue Elementary will provide opportunities for parents to be involved in the development, implementation, and evaluation of the schoolwide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program.

- Parents and community members will be invited and encouraged to assist school personnel on a variety of committees such as an Alumni Committee, ACSIP Committee, PAE Power Parent Meeting, a committee that meets yearly to review and update the SPS Parent/Student Handbook and a committee to review the school's Parental Involvement Plan.

Park Avenue Elementary will provide additional resources for parents.

- A Parent Resource Center will be located at PAE and will contain parenting books, magazines, and other materials regarding responsible parenting. Current selections will be advertised and parents will have the opportunity to check out materials and use the computer.
- Park Avenue Elementary will distribute Informational Packets each year that includes a survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year, and information about the system that will be used to allow parents and teachers to communicate.
- Park Avenue Elementary's parental involvement plan will be available on the school's website.
- To promote and support responsible parenting, Park Avenue Elementary shall, as funds are available, purchase parenting books, magazines, and other informative materials regarding responsible parenting.
- Park Avenue Elementary will provide a handbook to all parents containing the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- The Media Specialist at Park Avenue will serve as the parent facilitator.

- Parents will be instructed on how to access their child's Accelerated Reader account through Home Connect.
- Parents will be informed on how to access their child's Istation account, iReady account, and Home Access Center (HAC).

Park Avenue Elementary will engage in the evaluation of parental involvement efforts.

- A Parent Satisfaction Survey will be distributed at the Parent/Teacher Conference held in February. A committee, including parents, will review the responses and make suggestions for the upcoming year.
- The school will use the results and review of the Parent Satisfaction Survey to plan the parental involvement activities for the upcoming school year.

Successes

- High attendance for Open House and Parent-Teacher Conferences
- Strong participation and interaction with Class DoJo
- Strong participation in Take Home STEM project
- Parent Library updated
- School-wide participation for One School One Book
- Participation for students in grades K-3 in summer reading book

Barriers were addressed by

- Hosting PTO meetings at different times (some evening and some mornings)
- ESL interventionist
- Dyslexia Interventionist
- Parent Communication through phone messaging, paper newsletters, virtual newsletters (posted on social media, emailed, and posted to school website)
- Social Media (Twitter, Instagram, and Facebook) used to communicate with videos, informative posts and newsletters, and celebrations
- Home internet access provided throughout the town with the use of buses outfitted with hot spots
- Google Classroom instruction/Digital Resources
- Home access for iReady (literacy and math)
- Home access to Ready Math and Engage New York
- Home access to eBooks through a virtual library
- Home access to Accelerated Reader

Parental Involvement Dates

2021-2022

August-

Open House- Principal, Vice Principal, classroom teachers, PTO
 AR/One Book One School Kickoff- librarian
 PTO Meeting - staff, parents and community members

September-

Book Fair- parent volunteers and librarian

P/T Conferences- classroom teachers
Rise and Shine - counselors and Kindergarten teachers

October-

Rise and Shine - counselors and Kindergarten Teachers
Fall Parties- classroom teachers, room parents
1st Nine Week Awards- classroom teachers and principal
Flu Shot Clinic - nurse and parent volunteers
Fall Picture Day- Donna Mahfouz and parent volunteers

November-

Spelling Bee- Librarian
PTO Meeting- staff, parents and community members
Thanksgiving Lunch- 2nd-grade teachers
Rise and Shine - counselors and Kindergarten teachers

December-

Holiday Parties- classroom teachers and room parents
Rise and Shine - counselors
Holiday Night- parental involvement committee

January-

2nd 9 Week Awards- classroom teachers and principal
PTO- staff, parents and community members
Rise and Shine - counselors and Kindergarten teachers
Fall Picture retake day- Donna Mahfouz and parent volunteers

February-

Valentine's Day Parties- classroom teachers
Real Men Read- Jessica Hosman and Tia Brickey
Parent-Teacher Conference- classroom teachers- PTO feeds the staff
Parental Involvement Survey- Tia Brickey
Rise and Shine - counselors and Kindergarten teachers
Black History Month Program-Stephanie Prislovsky\
Class Pictures- Donna Mahfouz and parent volunteers

March-

Rise and Shine - counselors
3rd Nine Week Award - Classroom Teachers and Principal
Makerfaire - Tia Brickey, Tawnya Herring, Sarah Strabala, and parent volunteers
Spring Pictures- Donna Mahfouz and parent volunteers

April-

Rise and Shine - counselors and Kindergarten Teachers
PTO- staff members, parents, and community members
Book Fair- Tia Brickey and parent volunteers
Cap and Gown Pictures- [Donna Mahfouz](#) and parent volunteers

May-

4th Nine Week Awards- classroom teachers and principal
Kindergarten end of the year program- Kindergarten teachers
AR end of year celebration- Tia Brickey
4th Grade Talent Show- 4th-grade teachers and students
Rise and Shine - counselors
Teacher Appreciation Week- office staff and PTO
Field Day- coach, teachers, and parent volunteers