



PWES Parent Engagement Plan

PWES recognizes that effective school-family partnerships are critical to student learning and success in school.

Research shows that students receive the following benefits from a collaborative partnership with the school, the family and the community: higher grades and test scores, better attendance and homework completion, fewer placements in special education, more positive attitudes and behavior, higher graduation rates and greater enrollment in postsecondary education. The gain for families includes: improved understanding of their child's development, improved ability to parent, improved ability to assist their children with school and learning, and improved relationships among all stakeholders.

PWES BLT Committee:

Alisha Adkins-PK teacher
Marcy Augustin-K teacher
Joyce Banks-First Grade teacher
Heather Howard-Second Grade teacher
Drew Phillips-Third Grade Teacher
Amber Kasper-Fourth Grade Intervention Specialist
Alison Sayre-Curriculum Director
Lisa Spriggs-Math Coach
Keri Bivens-Literacy Coach
Linda Shaw-Principal
Andea Kegley-Asst.Principal

Changes/additions for the 2019-2020 school year:

- Use a Family Engagement Survey to solicit ideas, feedback, evaluate, refine and extend plan.

- Extend Family nights to include science, social studies, etc..

- Parent Teacher conference night-Empowering West Parents workshops to be held

- (*SEL, parent help with math and reading topics, Progress Book, etc.*)

Mission and Beliefs of Portsmouth West Elementary School

Mission Statement:

1. It is the mission of *Portsmouth West Elementary School*

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to provide each student with positive experiences to become the very best they can be by focusing on learning, relationships, and community involvement.

Beliefs:

- All faculty and staff will focus on UDL strategies for student learning utilizing research based and data driven instruction to help students achieve proficient or advanced levels of learning.

- Positive relationships will be built on a daily basis among staff, students, parents, and stakeholders to enhance quality education.

- Collaboration will exist with internal and external communication among staff members and stakeholders to enhance student achievement.

- All students will have a safe and secure environment for learning.

- Technological advancement will be achieved through current innovations to better prepare students for the future.

II. Family Engagement Philosophy of Portsmouth West Elementary School :

In order to fully meet the needs of the whole child, we must develop practices and strategies that will engage families and the community, creating a strong partnership between home and school that fosters communication and shared responsibility.

a. Meetings are held at different times of the day so that more parents can attend (ex: mornings or evenings)

- We offer our families before, during, and after school opportunities to be involved and engaged in our school operations.

- We provide academic support to students needing remediation before and during school

- PWES' administration, teachers, and the School Counselor and Psychologist also schedule conferences in the morning, afternoon, and evening hours.

- The teachers communicate to parents that they are available for discussions or phone conferences during their planning time as well as before or after school any day.

- PTC (Parent-Teacher Club) meetings planned on a monthly basis.

b. Parents are provided with timely information. We believe it is vital to communicate regularly with families:

- The school calendar is part of the Parent/Student Handbook that is provided for families. The calendar reflects important state, local, and school dates and events. It also includes holidays in which our school will be closed.
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- Teachers communicate weekly to families.
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- Report cards will be sent to parents at the end of each nine-week period.
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- A mid-nine-week report will be sent home at all school centers to make parents aware of student progress as well as allow parents the opportunity to request conferences and additional information to provide added supervision of student learning/homework in order to improve grades if needed.
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- Students are supplied with planners or folders with their work and notes from the teachers which go home weekly on a consistent day of the week so that parents are expecting them.
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- The school technology coordinator and our website managers update and maintain the school and district website to communicate with families.
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- Reading logs are accessible through the Accelerated Reader Program so parents can communicate to teachers and teachers can reciprocate.
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- Progress Book Grade Reports are available for parents at all times (Grades 2-4)

e. The school takes measures to describe the school curriculum, explain the forms of assessments (what they measure, how to understand the results, and explain student proficiency levels). Curriculum and assessment are ultimately two of the most vital areas on which to educate our families.

- **In regard to curriculum:** Teachers communicate current curricular focus to parents.
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- **In regard to assessment:** Information is sent home accompanying test results prior to the first parent/teacher conference day. If parents have questions about the results, they may schedule meetings with the principal or teacher.
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f. The school sets up meetings requested by parents to give suggestions and be part of the decision-making about their child (relating to the education of their child), and responds to the suggestions as soon as possible.

Often, when a child is experiencing difficulty, teachers at PWES call to request the parent meet and discuss how to motivate a child, offer suggestions for enrichment/remediation, and solicit help and support at home. Similarly, when a parent requests a meeting with teachers, they come together with the administrator to listen to the views and challenges faced by the parent and offer suggestions and accommodations to best meet the needs of the student. The focus of our beliefs about teaching and learning and development at PWES is always on the child.

g. The school-parent TITLE 1 compact (that outlines how parents, the entire school staff, and 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 to help achieve the state's high standards) is discussed.

This compact is distributed and discussed at the Title I Parent Meeting. The parents then take the document home to review with their children and return it to school. Each school will hold an annual Title I Meeting in which all parents of all students will be invited and encouraged to attend. Parents/families will be informed of their school's participation in the Title I Program, and the right of the parents/families to be involved. Parents will be informed of the following information:

- Teacher/Parent/Student Compact
- Current student assessment scores
- Curricular information including any changes in the curriculum and assessment instructional strategies (Common Core State Standards)

h. Communication between teachers and parents is vitally important. The following measures are taken to ensure families and the school is communicating regularly.

- Student planners or folders (communicating homework, celebrations, and concerns) in grades PK -4 are signed nightly by parents.
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- Communication weekly from classroom teachers
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- Email communication can be used between parents, principal, and teachers.
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- Conferences between parents/teachers/principal occur two times during the school year as well as when the need arises.
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- The principal maintains a parent information board in the front foyer.
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- Website address was communicated to parents in the PWES Handbook The website includes information on the following:
 - i. School motto, mission statement, beliefs, and vision.
 - ii. Washington-Nile Schools calendar link
 - iii. PWES calendar and important dates
 - iv. School address and phone numbers
 - v. Roster of faculty and staff
 - vi. Parent/Student Handbook
 - vii. Resources for students and parents
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- Open House held to share information with families about routines, procedures, curriculum, assessment, and programs at PWES
Parents are invited to be involved at our school through the welcoming letter from the principal, on the website, and in the parent/student handbook.
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- **The school will build capacity for involvement—help parents understand topics such as the state's academic content standards, state and local academic assessments, the requirements of parent involvement, and how to monitor a child's progress and work with educators to improve the achievement of their child.**

There are several venues for families to gain confidence in their level of ability to support their children:

- "Open House" night. Parents are invited in to meet their child's teacher(s), aide, principal's), to explore the classrooms and activity rooms, to ask questions and to become acclimated with the building
- Two parent -teacher conferences scheduled during the school year
- Scheduled conferences throughout the year as needed, with input from the school counselor, classroom teachers, the administration and the school psychologist.
- Math and Literacy Night will be held annually; all parents of PK-5 students are invited to attend and participate in an evening of food and curricular activities. Math and Language Arts stations and games will be set up and manned by both students, teachers and high school helpers. Resource packets will be sent home with parents to provide additional ideas/materials for helping with math and reading at home. Rewards and incentives for participation will be provided to staff, parents and students.
- Kindergarten "SPARK" meetings, held 5 times during the school year

j. The school will provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology. The following opportunities will be presented annually to families:

- "Open House" in which families learn about the Smartboards, new programs or curriculums, procedures, new technologies, and avenues for parent volunteers/involvement.
- Math and Literacy Night
- Teachers as individual tutors or for home instruction (illness situations) available as necessary
- Kindergarten SPARK evenings

k. The PWES Elementary stakeholders will 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.

In addition to attending staff development opportunities relating to family engagement, articles will be shared on the website, as well as ideas on how to increase and promote family participation, collaboration, and contribution.

l. The school will coordinate parent involvement programs and activities with community organizations and public preschool programs and will provide parent resources as available. The school will conduct activities to assist with the transition from home to school for young children, using the following measures.

- The Pre-K teachers at PWES will use the Kindergarten curriculum to highlight areas that can be incorporated appropriately into their instruction. Pre-K classes provide an opportunity for these students to become familiar with the building, the staff, and school expectations.

- PWES PK teachers and aides will make home visits to every student served during the school year.
- The Curriculum Director/PK Supervisor will attend the Pre-K parent meeting held in the spring to welcome parents to the school, discuss procedures, and answer questions.
- Kindergarten registration is an opportunity to welcome parents to our building, gather paperwork, communicate needs, and positively begin a relationship with PWES' future parents. Many staff members are involved in this "meet and greet" opportunity.

m. Information about school and parent programs, meetings, and other activities is sent to the parents in an understandable language. Information disseminated to families is sent in clear terms and in each parent's native language.

- Class Dojo for K-4
- Seesaw for PK
- Planners
- Phone calls home
- Email

n. Reasonable support is given for parental involvement activities as parents may request.

The faculty and staff at PWES strive to provide whatever resources, flexibility, or encouragement necessary in order to meet the needs of our families. Parents attend special class events, field trips, parties, celebrations, programs, and plays.