

## **2019-2020 East Pointe Elementary - Parent and Family Engagement Policy**

**1. School Parent and Family Engagement Plan Development and volunteer information opportunities.** East Pointe Elementary involves parents in the development of the School Parent and Family Engagement Plan through participation on committees. Parents and school staff meet annually to review, update, and improve the plan to meet the changing needs of parents and the school. The school offers a list of parent engagement opportunities to ensure adequate representation of parent participation. Parents can submit comments to the district if the Title I Plan is not satisfactory. Parents can also request a regular meeting.

**2. East Pointe will provide opportunities for parents and families to be involved in the development, implementation, and evaluation of the school wide improvement plan. The Annual Title I Meeting is also held to engage parents in the decision-making processes regarding the school's Title I, Part A Programs.** East Pointe will conduct an annual Title I meeting which will inform parents of the requirements of Title I and the school's participation and will inform parents of their rights under Title I. The annual Title I meeting will be held annually in October.

**3. Proposed parent meetings, conferences, and activities are regularly planned throughout the year. The dates provide flexible meeting times to increase parent and family engagement and build staff and parent capacity to engage in those types of efforts.** The school parent and family engagement plan is available to families and the local community on the school website and is handed out in orientation packets. The handbook requires signatures from each parent acknowledging receipt of the parent and family engagement plan summary. Parent and family engagement facilitator is Brandon Tate. He can be contacted at [brandon.tate@greenwoodk12.com](mailto:brandon.tate@greenwoodk12.com) or 479-996-4249.

The informational packet will be appropriate for the age and grade of each child. East Pointe will Distribute an informational packet annually to include: Description of Parent and Family Engagement plan, recommended roles, ways for a family to get involved in a variety of roles, schedule of activities planned throughout the school year, regular, two-way, and meaningful system for parents/teachers to communicate. The school will offer meetings at various times and different formats throughout the year.

**4. East Pointe will work with parents and families to create a School-Parent-Compact.** School staff, parents, and students will develop a Title I School-Parent Compact which outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

In order to address the importance of regular two-way, meaningful communication, East Pointe will schedule student led Parent Teacher Conferences on October 17 and February 20. The school will also provide frequent reports on progress, ensure reasonable access to staff, and create opportunities to volunteer. Parents who are unable to attend conferences will be contacted by the teacher and an alternative date/time of meeting will be scheduled.

East Pointe will work with parents to build and develop a partnership to help children achieve the challenging state academic standards. The school will encourage school staff to use volunteer surveys to compile a volunteer resource book. This book will list interests and availability of volunteers to involve parents in a variety of roles.

**5. East Pointe will plan an Annual Title I meeting that must be conducted separately from any other meeting.** East Pointe will involve parents and family members of children receiving

services under Title I in the decisions regarding how reserved funds are allotted for parent and family engagement activities. This will be conducted at the Annual Title I Meeting.

**6. East Pointe will coordinate Parent and Family Engagement services and activities.** East Pointe will promote and support responsible parenting. The school will coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs, parent resource centers, and other programs that encourage and support parents in fully participating in their child's education. East Pointe will engage in other activities that will use community resources to strengthen school programs, practices, and learning such as One Book, One School and Leadership Day/Night. The school will also investigate and, where feasible, utilize community resources in the instructional program. East Pointe will ensure the plan is comprehensive and coordinated in nature. This plan will also be incorporated into the school's improvement plan.

East Pointe has formed a Parent Teacher Organization whose leaders will be utilized in appropriate decisions. The Greenwood Schools will also recruit alumni to create an alumni advisory commission (Greenwood Education Foundation).

**7. East Pointe will provide information to parents and families about volunteer opportunities.** East Pointe will schedule regular parent involvement meetings and provide parents with a description and explanation of the curriculum in use. The school will also provide parents with individual student academic assessment results and interpretations of those results. The school will share a description of the assessments used to measure student progress and achievement levels of challenging state academic standards as well. The school provides assistance and instruction to parents of children served by the school in understanding these topics: Arkansas Academic Standards and local academic assessments including alternate assessments, Title I, Part A requirements, strategies parents can use to support their child's academic progress, partnering with teachers to support their child's academic achievements, incorporating developmentally appropriate learning activities, use of ADE website and tools for parents <http://www.arkansased.govm>, assistance with nutritional meal planning and preparation, and role play and demonstration by trained volunteers. East Pointe 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, as appropriate, to foster parent and family engagement.

**8. Communication strategies will be used to provide additional information to parents and families and increase engagement in supporting classroom instruction through training of school staff.** East Pointe will ensure professional development requirements are met for teachers and administrators. The training includes the following:

- The integral role parents play in assisting student learning and the value and utility of contributions of parents.
- The implementation and coordination of parent programs
- The importance of building ties between home and school
- How to reach out to, communicate with, and work with parents as equal partners.
- Welcoming parents into the school and seeking parental support and assistance.
- Providing information in a format and language that parents can understand.
- Responding to parent requests for parent and family engagement activities.
- Recognizing that a parent is a full partner by including in the school handbook the school's process for resolving parent concerns.