

Brown City Elementary Parent and Family Engagement Policy

MISSION STATEMENT:

The mission of the Brown City Elementary School is to provide a place where each student will receive individual attention to their intellectual, social, emotional, and physical needs. A cooperative effort between school, family, and community will build the foundation, allowing children to experience success in a safe, positive environment throughout their school years and adult lives.

VISION STATEMENT:

We believe that high student performance is a shared responsibility between parents, the entire school staff, and students. The school district will provide all students with quality curriculum and instruction, which will provide the opportunity for all students to meet the state's content and performance standards. Regular and open communication regarding student progress will be maintained. Parents should be responsible for supporting their child's learning. Parental support includes, but is not limited to, monitoring attendance, homework completion, television watching, use of extra-curricular time, and actively participating in a child's education.

Part I: Policy Involvement

Brown City Elementary School Staff believes that parents play a key role in a child's education, and students are more successful when parents are actively involved and engaged throughout the school year. This policy was created as a collaborative effort between parents and staff. BCES staff will continue to utilize parental feedback and suggestions in order to update and improve our Schoolwide Title I Program. Research concludes that "evidence is consistent, positive, and convincing: when families and community groups work together to support learning, children tend to do better in school, stay in school longer and like school more." [Sec. 1116]

Parent and Family Engagement Meetings:

Brown City Elementary School will:

- ***Hold an Annual Schoolwide Title I Meeting Sec. 1116 (c) (1)***
 - The purpose of the meeting will be to share the Schoolwide Plan, review the Parent and Family Engagement Policy, explain the Title I Program, discuss parental involvement vs parental engagement opportunities and create a Program Development Team.
 - Parents will be notified of the meeting after the first day of school with notes that will be sent home with students and on the website located on the Parent and Family Engagement link.
- ***Ensure the involvement and engagement of all parents by offering flexible meeting times and a variety of activities designed to support parent and family Engagement: Sec. 1116 (c) (2); 1116 (e) (8) (12)***
 - Meet the Teacher Night, Parent/Teacher Conferences (evening/afternoon), Parent Involvement Team, Flexible IEP times, Curriculum Night, Reading Series, Math Series Parent Workshops, AR Night, Monthly Math Games, Science Fair, Book Fair, Kindergarten Round-up, Reading Incentive Program, Preschool activities, STEAM activities, and many others.
 - May provide child care for parents to ensure participation.
- ***Involve parents in planning, reviewing, and improving the Schoolwide Title I program and the School and District Parent and Family Engagement Policy by holding committee meetings monthly.***

Sec. 1116 (c) (3) (e) (11)

- The Parent and Family Engagement Policy will be reviewed and revised at the annual meeting based on input of parents, surveys conducted, and suggestions received from parents and/or staff members.
 - The Parent and Family Engagement Policy will be available for parents to review at the Parent/Teacher Conference and posted on the District website.
 - Parent/Teacher Compacts will be distributed in the fall at conferences and posted on District website.
 - Parent surveys/evaluations will be conducted periodically throughout the school year and evaluated by the Program Development Team.
 - The Parent and Family Engagement Policy will be revised based on suggestions from surveys and meetings.
 - Parents are involved with the development of the school improvement plan with surveys, committee review, PAC meetings, PIT Crew meetings, etc.
 - May develop appropriate roles for the community-based organizations and business to be involved with parent engagement activities.
- *Provide timely information about the Schoolwide Title I Program, the academic curriculum, assessments used to measure progress, and grade level expectations. Sec. 1116 (c) (4) (A) (B)*
 - M-Step and local assessment results will be sent to parents when available.
 - Meet the Teacher Night, Parent/Teacher Conferences, Curriculum Nights, School & Classroom Newsletters, Progress Reports, Report Cards, Take Home Folders, Telephone Calls, Emails, Parent-Student Handbook, and Parent Workshops will be provided.
 - *Provide parents of Title I students the opportunity to interact with teachers regarding the education of their children. Parents may be included in the decision making process, and parent suggestions will be utilized to improve our program. Revise Schoolwide plan to meet the needs of parents and students. Sec. 1116 (c) (4) (C), 1116 (c) (5), 1116 (e) (10)*
 - Conduct Parent Surveys periodically throughout the school year, both on paper and electronically.
 - Hold Title I meetings at flexible times throughout the school year.
 - Parent/Teacher Conferences (Fall), additional conferences per parent or teacher request when possible.
 - Communicate through telephone calls, emails, and progress reports.
 - Ensure that if the schoolwide program plan is not satisfactory to parents of participating students, submit any parent comments on the plan when the school makes the plan available to the LEA.
 - Parents may give dissenting opinions on Individualized Reading Improvement Plan when conferencing with teachers.

Part II: Shared Responsibilities for High Student Academic Achievement

Brown City Elementary School will:

- *Develop jointly with parents and teachers a School/Parent/Student Compact. The compact will outline ways in which the parents, school staff, and students will work together to ensure high student academic achievement. The compact will be discussed at Parent/Teacher Conferences. Sec. 1116 (d) (3-6) & 1116 (2) (A, B)*
 - Compact will be reviewed annually at Title I Parent Meeting.
 - Compact will be given out at parent/teacher conferences.

- *Provide frequent reports to parents regarding their children’s progress. Sec. 1116 (d) (2) (B)*
 - Progress reports will be sent mid-way through the marking period.
 - Parents will be contacted when there is a drastic change in grades.
 - Report cards sent home every nine weeks.
 - Classroom assessments will be sent home for parent review.
 - Parent/Teacher Conferences will be held in the fall.
 - Parent access to “Skyward”-Online grading system K-12.

- *Provide opportunities for parents to volunteer, participate, and observe in their children’s classrooms. Sec. 1116 (d) (2) (C)*
 - Provide opportunities for participation in Parent Involvement Team, being Room Parents and/or Chaperones for field trips.
 - Provide “Take Home Book Programs” that engage parents with students learning.
 - Provide “Math Game Packets” that engage parents with student learning.
 - Allow observations in classrooms, lunchroom, and/or playground (Approval through the office must be given.)

- *Ensure regular two-way, meaningful communication between family members and school staff, and to the extent practicable, in a language that family members understand. 1116 (D) 2 (D)*
 - Brown City Elementary has a LAP in place in accordance with State regulations.
 - School website is ADA compliant, phone calls, emails, texts, newsletters, etc.

Part III: Building Capacity for Involvement/Engagement

Brown City Elementary School will:

- *Provide information and assistance to parents regarding the State and Local Academic Standards and Assessments. Sec. 1116 (e) (1)*
 - Parent/Teacher Conferences, Copy of Grade Level Content Expectations (made available to parents upon request to district curriculum director), local assessment results (NWEA, DIBELS, M-Step), progress monitoring, Title I Teacher available at conferences.

- *Provide materials and training for parents. Sec. 1116 (e) (2) (7) (9) 1116 (e) (3) (6)*
 - Provide materials to parents at Reading Series Activities, STEAM Night, Reading and STEAM Night, AR Night, Weekly Newsletters, etc.
 - Educate teachers, Title I staff and principals regarding the value of parental involvement/engagement, as well as ways to communicate with parents.
 - May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

- *Coordinate parent and family engagement activities with other programs. Sec. 1116 (e) (4)*
 - GSR preschool, Tuition Based preschool, Parent Involvement Team and Reading Incentive
 - Parent Involvement Team Chairman will report to Parent and Family Engagement Team at monthly meetings, GSR preschool parent night/day (example: Cooking with Books), Reading Incentive program is highlighted through March’s Community Readers.

- *Inform parents of school and parental programs in a timely and practical format in a language they can understand and provide support for parent and family engagement at their request. Sec. 1116 (e) (5) (13) (14) (16)*

- Take Home Folders
- School/Classroom Newsletters will be written in language parents understand.
- School has created and adopted a LAP in accordance with State regulations.
- The school will make every effort to accommodate parental requests.

Part IV: Accessibility

Brown City Elementary School will:

- *Provide parent and family engagement activities that are accessible to all parents, including those with disabilities and for those who use English as a second language (migrant). **Sec. 1116 (f)***
 - Flexible meeting times, handicapped accessible facilities, home visits, telephone conferences, collaboration with community agencies, translators when needed, and transportation assistance will be given upon request.
 - Accommodations will be made for parents with disabilities and parents of migrant children.