



# School Parent, Guardian, and Family Engagement Plan 2024-2025

School \_\_\_\_\_ Lebanon Road Elementary \_\_\_\_\_

## I. Parent and Family Engagement Policy

- A. Rhiannon Polite, Principal  
Latoya Roberts, Assistant Principal  
Paul McCormick, Dean of Students  
Alexandra DiOrio, Counselor  
Olivette Myers, Counselor  
Kashia Vang, Social Worker  
2024-2025 School Improvement Team

### B. Briefly describe the process your school used to:

1. Parents receive a copy of the Parent Involvement Policy (this document) which describes the ongoing activities that are held to inform and involve parents in their child's education. School improvement team was given the opportunity to share input around the parent and family engagement policy by making comments around what worked well and what they thought could be changed or offered instead.

2. develop policy (1-2 pages max) (policy should reflect Components II through XII taken from Parental Engagement Section 1116 of The Every Student Succeeds Act (ESSA) Reviewed the current policy with the 23-24 school improvement team, made revisions using the school improvement team input, reviewed the proposed changes with the instructional leadership team and incoming members of the school improvement team. Met with SST to determine family nights available outside of the student performances.

3. offer opportunities to check in with the school improvement team on how well we are doing and the principal will do pulse checks to families using surveys through ParentSquare, use sign-in sheets to encourage family participation, and invite families to join the PTA. We will also promote family spirit nights for fundraisers to increase our parent/family engagement where we can use time to share highlights.

## II. Annual Information Meeting

A. Our Annual Information Meeting will be held on Thursday, September 26, 2024. Parent Title I pamphlet provided in English and Spanish.

- This meeting will be  
a. In Person

## III. Flexible meeting times

A. Our PTA Zoom meetings will be scheduled during the late afternoons/evenings when possible and recorded so that parents and stakeholders will have opportunities to engage in the school decision making process.

#### **IV. Title I Part A Planning**

A. Parents will be informed of the monthly PTA meetings and SIT Meetings via Connect ED, ParentSquare, PTA Newsletters, School Website and Facebook page. During our meetings we will discuss the planning, review, and improvement of the Title I Part A Program.

#### **V. Parent Information and Opportunities**

A. Through our School Improvement Team Meetings, Family Events, Parent Conferences, PTA meetings and Curriculum Nights parents and families will be provided with the following:

1. Timely information about Title I Part A Programs
2. School performance profiles
3. Assessment results of their child's performance
4. A description and explanation of the curriculum, assessment forms, and proficiency levels and state standards. Include strategies to inform parents with language barriers and/or disabilities
5. Opportunities for regular meetings to participate in decision making
6. Timely responses to suggestions and questions raised by parents
7. Reasonable access to staff, opportunities to volunteer and participate in child's class

#### **VI. School-Family Compact**

A. Parents received a Parent-School Compact. This is an agreement between the home and school outlining everyone's responsibilities for supporting student learning. The Compact is offered in both English and Spanish.

Compact timeframe and strategies:

Our Learning Compact will be discussed during the following parent events so that we are able to explain how it relates to the child's academic achievement as well as front load strategies to inform parents with language barriers and/or disabilities by using interpreters from the district:

- Open house - August 22, 2024
- Parent Teacher Conferences - October 1st thru November 16, 2024.
- Curriculum Night - September 24, 2024
- Positive Family Engagement Nights(dates pending)

#### **VII. Building Parent and Family Engagement Capacity**

A. During our School Improvement Team Meetings, Positive Family Engagement Nights, Parent Curriculum Nights, and Annual Title 1 Parent Meeting we will:

1. Provide assistance to parents in understanding performance standards, assessment, Title I, monitoring their child's progress, and participating in decisions relating to the education of their child
2. Provide materials and training to help parents work with their children (literacy training, computer skills, homework assistance/workshops, family literacy nights, adult EL, GED etc.)

3. Educate teachers and other staff to work with parents
4. Coordinate and integrate parental involvement programs/activities
5. Develop appropriate roles for community-based organizations and businesses
6. Conduct other activities as appropriate and feasible that is designed to help parents become full partners in the education of their child
7. Ensure that information related to parent involvement is sent home in the language used in the home

During Staff Meetings, Teacher Workdays and Early Release Days, Staff will be provided the opportunity to:

1. Receive PD on how to work with parents
2. Ways to ensure that information related to parent involvement is sent home in the language used in the home
3. Refresh and dive deeper into the capturing Kids Hearts initiative that we have started this year to best support our students and families

### **VIII. English Learners and Disabled Parents and Families**

- A. Provide equitable opportunities to all learners, parents and families

ALL students will be included in ALL school activities including clubs, sports, and academic events. Information will be provided and all students encouraged to participate. We will offer support as needed to help students be successful.

### **IX. Parent/Family Requests**

- A. The SIT and the PTA will provide reasonable support for activities requested by parents and families. We encourage attendance monthly, these meetings will occur on the 2nd Thursday of each month.
- B. The staff will respond within the designated timeline as indicated by the district expectations for family requests. PTA will occur on the 2nd Tuesday of each month.

### **X. Annual Evaluation**

A. The SIT will provide parents with the opportunity to review the School Improvement Plan in an effort to unpack the curriculum for parents and stakeholders during our monthly SIT Meetings. We will analyze data and evaluate the content and effectiveness of the parent and family engagement policy in improving the academic quality of our school. Our SIT team has decided to focus in on two indicators this school year.

- a. Communication with Families-include monthly grade level newsletters.
- b. Transitioning learners

We will reflect at the end of the school year during our June 2024 meeting to capture ideas and suggestions for the upcoming school year based on feedback shared and data collected from the monthly meetings.

### **XI. Other Parent and Family Engagement Practices (School may include the following).**

Only describe the ones you choose to implement

- A. At Lebanon Road Elementary we addresses the following:
  - Provide all teacher workdays for staff to complete the required EL Training through the Canvas Course provided by the district.
  - Students from economically disadvantaged backgrounds are provided with Extracurricular activities at no cost.
  - Train parents and families to enhance the engagement of other parents during

## school Curriculum Nights

- Arrange school meetings at a variety of times or conduct virtual conferences for those unable to attend in school activities
- Adopt and implement model approaches to improving parent and family engagement through school activities listed below:
  - Sharing our capturing kids hearts learning and process with families
  - Modeling the use of the tools from CKH when we are present with students and families
  - Being present and positive during our activities and events so that we can help shape the positive culture around students attending school.