



School Parent, Guardian, and Family Engagement Policy Planning Template 2024-2025

School Pineville Elementary School

Directions: The Every Student Succeeds Act (ESEA) requires each Title I school to develop a written parent and family engagement policy. Use the outline below to ensure your school’s policy includes all of the required components.

I. Parent and Family Engagement Policy

A. List names and roles (teachers, administrators, parents, etc) of persons involved in developing Parent and Family Engagement Policy.

- a. Principal: Bobby French
- b. Assistant Principal: Amanda Hulse
- c. Family Advocate: Carmen Medina
- d. Social Worker: Rachana Shah
- e. SLT Chair: Lexi Valentinas
- f. K-2 MCL: Lisa Hovis
- g. 3-5 Literacy MCL: Brittany Stedman
- h. 3-5 Math MCL: Tiffany Hoke
- i. PTA Representative: Michelle Shuck
- j. Parent: Hannah Beranek
- k. Parent: Ruth Shopshire
- l. Parent: Travis Tolbert
- m. 2nd Grade Teacher: Mara Monroy
- n. 4th Grade Teacher: Niki Londre

B. Briefly describe the process your school used to:

1. This plan was developed with the school improvement team and in conjunction with our school social worker and family advocate.
2. The plan was adapted from last school year’s plan with adjustments made from feedback from stakeholders. 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)

II. Annual Information Meeting

A. Our annual meeting was first hosted on October 15th at 4:30. It was also presented to our PTA board on October 21st at 5:30. It was then sent out to the entire community via ParentSquare.

III. Flexible meeting times

A. Strategies to offer flexible times for parental and family engagement opportunities and meetings include having meetings during different times of the day. Our open PTA meetings are held before school and allow parents to bring their children. We also have interpreters available for families that need a different language. We also offer after school parent and family engagement nights such as our Curriculum night that was from 5:00-7:00pm. For families that are unable to travel to the school, we also have virtual nights such as our Annual Meeting and Read to Achieve and EOG night.

IV. Title I Part A Planning

A. Parents are invited to attend monthly SLT and PTA meetings to help make decisions that affect our school.

V. Parent Information and Opportunities

A. Describe how you will provide parents and families with the following:

1. Timely information about Title I Part A Programs during our annual meeting and through Parent Square messages.
2. School performance profiles will be sent via ParentSquare. .
3. Assessment results of their child's performance will come through parent conferences and parentsquare.
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 are shared with parents during our Curriculum Night.
5. Opportunities for regular meetings to participate in decision making happen during our PTA and SLT meetings.
6. Timely responses to suggestions and questions raised by parents through email, Parent Square, agendas, phone calls etc.
7. Reasonable access to staff, opportunities to volunteer and participate in child's class.

VI. School-Family Compact

A. Discuss timeframe and strategies to present and explain compact to parents as it relates to the child's achievement. Include strategies to inform parents with language barriers and/or disabilities

- Compacts were sent home with students in both English and Spanish. Teachers took the opportunity to speak with their classes about the importance of the Learning Compacts so students could explain what the Learning Compact was to an adult in their life.

VII. Building Parent and Family Engagement Capacity

A. Briefly discuss how you will address the following:

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 during 6 literacy nights throughout the school year. Read Charlotte has supported these nights with additional expert presentations.
3. Beginning teacher meetings are held monthly to educate teachers and other staff to work with parents.
4. Opportunities for parents to volunteer in school events and activities are communicated via ParentSquare.
5. We hold a yearly community partner meeting to give the state of the school. We work closely with our partners to organize events and build communication.

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

VIII. English Learners and Disabled Parents and Families

A. Provide full opportunities for the participation of English Learner parents or with disabilities. In order to provide a full opportunity for the participation of Multilingual parents we provide interpreters at all of our events. We have headsets available so interpreters can talk directly to parents who need to hear the information in a different language. Our EC staff had a table set up at Curriculum Night and at Open House to answer any questions that parents may have in regards to their child's learning. Our ML department also had tables set up during our Curriculum Night and Open House to allow parents the opportunity to ask questions.

IX. Parent/Family Requests

- A.** Describe how you will provide reasonable support for activities requested by parent and families.

During our School Improvement Team and PTA meetings, we discuss ways our school is benefiting student learning. We bring ideas for activities and events that align with our School Improvement Plan prior to getting approval by multiple stakeholders.

X. Annual Evaluation

- A.** Discuss timeline and plan for involving parents and families in an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools.

The SIT and PTA review the CMS and School Parent Engagement Policy during Quarter 4. The administration team makes revisions to the documents over the Summer and Beginning of the school year. Policy is adopted each year in the Fall and posted and implemented. The plan is made available to parents on the School's website in English and Spanish.

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

Only describe the ones you choose to implement

- A.** Describe how your school addresses the following, **only** if practices are part of your schoolwide plan.
1. Involve parents/families in the development of training for teachers, principals and other educators
 2. Provide necessary literacy training
 3. Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care cost
 4. Train parents and families to enhance the engagement of other parents
 5. Arrange school meetings at a variety of times or conduct in-home conferences for those unable to attend in school activities
 6. Adopt and implement model approaches to improving parent and family engagement

{Please have this document translated into Spanish or other languages for your school}