

R.J. Wollam Parent and Family Engagement Policy

ESSA Section 1116 2019-2020

1. R.J. Wollam Elementary School shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of ESSA Section 1116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school. Section 1116 (b)(1) & (e)(5)

The PFE policy is reviewed and revised in September of each school year. The committee meets a second time to vote and approve the PFE policy at the next meeting held within the first semester. The parents read over the policy, the committee discusses the effectiveness of the plan and makes needed changes for the current school year. The new plan is presented to the committee and a vote is taken for approval. After the PFE is approved, it is posted to the school webpage.

2. *R.J. Wollam Elementary School* shall convene an annual Title 1 meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved; Section 1116 (c)(1)

Title I Meeting Dates: September 25, 2019 (evening) and a date to be determined 8:00-8:30 am (before school)

Location: R.J. Wollam Elementary School

Parents are notified of the meeting in the bi-weekly newsletter that is sent out through Skyward.

Michelle Pourchot, RJ Wollam Principal conducts the meetings

3. R.J. Wollam Elementary School shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement; Section 1116 (c)(2)

One meeting will be held after school from 6:30-7:00 pm. The second meeting will be held one day before school from 8:00-8:30, students may go to class while the parents attend the meeting before school. The school will provide childcare, if requested.

4. R.J. Wollam Elementary School shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the Campus Improvement Plan under section 1114(b) except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children; Section 1116 (c)(3)

The Parent Engagement Committee reviews the parent involvement activities from the previous year and makes needed changes based on input and parent survey results. Parents play an active role in the development of the PFE plan. Input from the PFE has a direct impact the development of the CIP. Meetings are cancelled if there is not adequate parent representation.

5. R.J. Wollam Elementary School shall provide parents of participating children—
- (A) timely information about programs under this part;
 - (B) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and
 - (C) if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible; Section 1116 (c)(4)

Communication is sent out in the following manners: Campus and teacher websites, Skyward Family Access emails, Peek of the Weeks (K-2), Call out messages, S'more newsletters, Facebook, parent conferences, Remind, Class DoJo, school marquee

The school offers: Multiple Family Nights, parents conferences, on-going updates on student progress through Skyward Family Access, SSI Progress letters for K-2 and Assessment and STAAR progress for 3-5.

6. If the Campus Improvement Plan under section 1114(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. Section 1116 (c)(5)

The Campus Improvement Team meets throughout the year. The committee reviews, provides input and makes needed changes to the plan. The plan then goes before the committee again for a vote. The voted upon plan is then posted to the school website on the front page.

7. To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, R.J. Wollam Elementary School shall: Section 1116 (e)

(i) provide assistance to parents of children served by the school, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children; Section 1116 (e)(1)

In order to meet this goal, we provide the following: Meet the teacher Night (general information and an over view of what is covered in the grade level), Open House (to share work samples and curriculum), Parent Conferences (to share individual student progress), Progress Monitoring in Pk-1st that shows specific skills and level of mastery, 3 weeks progress reports for 2-5 in Skyward

(ii) provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement; Section 1116 (e)(2)

In order to meet this goal, we provided the following: STREAM Night for families, Title I Meetings, ESL Night, Peek of the Week Pk-2nd, Educational sites on school web site, Newsletter sent home every two weeks, district meetings covering various topics

(iii) educate teachers, specialized instructional support personnel, principals, and other school leaders, 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; Section 1116 (e)(3)

In order to meet this goal, we have staff meeting that focus on parent and family engagement, we host family nights, each teacher makes a positive phone call home within the first two weeks of school and they hold a parent conference by the end of the first semester. Publications are sent out to staff throughout the year on the importance of parent involvement, staff members respond to all emails and calls within 24 hours. Parents are encouraged to join the campus improvement committee and the parent engagement committee, parent surveys are also sent home each year.

(iv) to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children; Section 1116 (e)(4)

Yearly ESL Night, Parent on the LPAC Committee, District Monthly Meetings for Sped and Dyslexic parents, Free full day PK offered for those who qualify

(v) provide such other reasonable support for parental involvement activities as parents may request. Section 1116 (e)(14)

This policy was approved by R.J. Wollam Parent Engagement Committee on 10/2/2019

Signed by Authorized Official: Michelle Pourchot

Date: Michelle Pourchot 10/2/19

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