

**Title 1 Parent and Family Engagement Policy for Richard C. Priest
Elementary School
2018-2019**

The administration, staff, and families at Richard C. Priest Elementary School believe that parent involvement and support translate into increased student achievement. To increase parent's knowledge about their child's education and foster academic success, Richard C. Priest Elementary will do the following:

- ❖ This policy has been jointly developed and agreed upon by Richard C. Priest Elementary School and parents of students served in the school pursuant to Title I.
 - Richard C. Priest Elementary will convene an annual meeting, at a convenient time for parents to evaluate this policy. This meeting will be held on September 18, 2018.
 - The school's parent and family engagement policy developed by Richard C. Priest Elementary School staff and parents will be distributed in an understandable and uniform format and to the extent practicable, in a language parents can understand.
 - The school annual meeting agenda and plan will be accessible via request in the front office. During future Academic Fairs the plan will be available for all parents in printed copies.
 - In addition, the District Survey Results will be shared with parents. Data from the District Wide Survey displayed responses from a parent count greater than 250. Survey results showed percentages at 82% in Parents felt welcome at school by teachers and office staff. With percentages below 12% in Parents felt informed about use of fundraising monies. The parent and family engagement policy will also be made available to the community via the school website.
 - Results from the District Survey Results were used when developing the Engagement Plan in order to ensure information regarding school events, including where all monies are collected will be shared in a timely manner via newsletters/website and during monthly SOT meetings.
 - Results from the District Survey will be shared via newsletters in a monthly timeline.
 - In order to continue increasing participation in the District Survey Priest ES will incorporate the scheduling of PTA events during the Survey period so that parents access school computers during a PTA event to complete the Survey.
- ❖ Richard C. Priest Elementary School will involve parents in an organized, ongoing, and timely ways including SOT, in the planning, review and improvement of Title I programs, school performance plan, and parent and family engagement policy. Parent representatives are invited to planning meetings where they can learn about the school's efforts to improve student achievement and offer their input on the development of the performance plan, parent involvement events, and the school's annual Title I budget.
- ❖ The Educational Involvement Accords will be sent home during the first week of the beginning of each school year. For parents and students new to the school, the Accords will be included in the registration packet and completed at registration. Accords are

referred to during parent conferences to encourage commitment to school by volunteering in the class or school during the year to meet the requirements of the accord. All accords are kept in the classroom and a copy is posted in each class.

- ❖ The following plan for including parents in the academic achievement of their students will include the following:
 - Administration and staff of Richard C. Priest Elementary school, in order to build the school's and parents' capacity for strong performance will:
 - Provide assistance to parents, as appropriate, in understanding such topics as the states' academic content and achievement standards, state and local assessments, the requirements of Title I, how to monitor their student's academic progress, and how to work with the school staff to improve the achievement of the student. Parents will be provided Nevada Common Core State Standards at their student's grade level, written in student and family friendly language, as well as information on how to support their student's learning at home. Reports regarding student's achievement growth related to CCSD assessments and Smarter Based Assessment Consortium (SBAC) and explanations of the scores will be distributed to students and their families. Bi-weekly progress reports will be available to families with information regarding their child's academic and social progress via Parent Link Portal. The requirements of Title I will be communicated to parents through school newsletters and parent meetings. The school's counselor is also readily able to provide information and support as needed in the area of parenting.
 - Provide high-quality curriculum and instruction in a supportive and effective learning environment enabling students to meet the state academic standards. Lesson planning and preparation will be based solely on the Nevada Common Core State Standards and aligned to CCSD achievement expectations. Highly effective skills and strategies will be utilized by teachers and staff in order to engage students in higher level thinking skill activities.
 - Offer parent involvement activities in the school that will include opportunities for parents to volunteer and be involved in school activities. Parents are invited to volunteer to assist in their child's classroom, on the playground, or to serve on various committees, including SOT, School Performance Plan, and Student Generated Funds. Additional activities, such as National Parent Involvement Day, Nevada Reading Week, Open House, parenting classes, academic showcase nights provide opportunities for parents to attend fun and inviting events at the school. Positive reinforcement for good attendance, exemplary behavior, and academic excellence will be provided through recognition assemblies, certificates, and celebrations, to which parents will be invited to attend.
 - Richard C. Priest Elementary provides parents with a variety of materials and training to help parents work with their children to improve the student's achievement, such as literacy training and using technology as appropriate, to foster parental involvement. Richard C. Priest Elementary School also provides

access to educational resources for parents to use together with their children, as possible, through books and various instructional materials. Examples of planned annual activities include: Literacy Night and Math Night. During the meetings the parents are taught strategies to work with their child, as well as provided with materials to use at home. Additionally, the school provides bi-monthly newsletters, which are sent to families and community members to inform about events, information, and school successes, as well as a variety of information regarding activities that will assist parents in how to interact with their children at home in order to encourage success in school. During the beginning of each school year in September, Richard C. Priest Elementary holds an Open House. The purpose of the meeting is to invite families to visit our school and allow them to meet their child's teacher. During each Open House, and in beginning of year informational letters, teachers will review curriculum, grading practices, behavioral expectations and homework policies.

- With regard to professional development, the administration will, with the assistance of parents, educate teachers, pupil service personnel, principals, and other staff in the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; implementing and coordinating parent programs; and building ties between parents and the school. This will be accomplished by providing staff training on how to increase family participation during staff development meetings and working with staff on outreach communication and collaboration.
- Richard C. Priest Elementary School will work to ensure that all information related to school and parent programs, meetings, and activities are sent to parents in a format and, to the extent practicable, in a language the parents can understand. Formats will include, school website through Weebly, Infinite Campus Messenger, Parent Portal, monthly newsletters and through classroom Dojo. In most written communication translation in Spanish will be provided.
- The administration of Richard C. Priest Elementary School will, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, and Pre-Kindergarten, and conduct other activities such as parenting classes and volunteer programs that encourage and support parents in more fully participating in the education of their children. Richard C. Priest Elementary School has also partnered with 21st Century Standards for tutoring before and after school, CCSD FACES Family and Community Engagement Services and the ELL English Language Learners Department to coordinate after school parenting courses for all parents. Communication will include school website through Weebly, Infinite Campus Messenger, Parent Portal, monthly newsletters and through classroom Dojo. In most written communication translation in Spanish will be provided.
- The staff and administration of Richard C. Priest Elementary School will provide reasonable support for parental involvement activities as parents may request, including such items as parent comments or suggestion sheets and parent surveys.

