

# Lakewood Elementary

## 2020-2021 Parent and Family Engagement Plan

### GOAL

Our Title I program is an important part of Lakewood Elementary School. Because of this, we include parents in many ways. Two parent representatives are actively involved in the development of our Continuous Improvement Plan (CIP) and will continue to be involved throughout the reviews. At the beginning and the end of the school year, surveys will be distributed to determine the overall effectiveness of the parenting program.

### Part I

Due to the fact that Lakewood Elementary School parents have such varied schedules, we recognize that meetings should be held based on a flexible schedule. Meetings will be offered in the morning and in the afternoon. Our parent workshops will be held monthly. Parent involvement workshops provide an innovative approach to present parent education and promote parent involvement through games and activities in a group setting. These workshops are an informal way to get parents in to receive parenting tips and celebrate their child's education.

### Part II

In order to inform parents of annual Title I meetings, a notice is sent home two weeks prior to the meeting and a reminder notice is sent the day before the meeting. Parents are also notified through newsletters, parent bulletin board, Schoolcast phone calls, and the school website.

### Part III

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

- Shall provide training for parents of participating children in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I, and how to monitor their child's progress and work with teachers to improve the achievement of their children.
- Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy and using technology, as appropriate, to foster parental involvement.
- Shall educate teachers, office personnel, and other school 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.

- ❖ A parent compact signifying the parent's commitment to working as partners with the school and their child is signed each year. The principal, teacher, parent, and student each have expectations listed and agree to uphold these expectations by placing their signature on the compact. The compacts are maintained in the teacher's classroom for easy accessibility. The compacts are discussed with teachers and they use them during conferences.
- ❖ In April of each year, the faculty and staff review, evaluate, and revise the Continuous Improvement Plan. Parents will be informed in writing, through SchoolCast and the school website that the plan is under revision and they may review the plan located in the school office. If they have any input, they may submit it in writing to the school.
- ❖ A dissatisfied parent can submit concerns in writing to the principal or schedule a conference with the CIP Leadership Team to voice any concerns.
- Shall to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other federal programs, and conduct activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.
- ❖ All parents have the opportunity to participate in our parenting activities. Two preschool programs are located on the school's campus. Parents of these two programs are welcome to attend all school events and parent meetings.
- ❖ Lakewood also plans parent nights with specific themes that deal directly with reading, math, science and language arts (Family Reading Night, Family Math Night, Conference Night, Book Fair, etc.).
- ❖ The parent coordinator will work with the curriculum specialist in an effort to coordinate parent activities, such as parent workshops. Parent workshops provide an innovative approach to present parent education and promote parent involvement through games and activities in a group setting. These workshops are an informal way to get parents in to receive tips and celebrate their child's education.

- Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format or in a language the parents can understand.
  
- ❖ Lakewood Elementary School provides opportunities for the participation of parents with limited English proficiency and parents with disabilities. Lakewood had ESL students that were tested during 2019-2020. All parent notifications are sent to parents of these children in English and/or the primary language. At this time, Lakewood Elementary School has no migrant/immigrant students. Every effort is made to accommodate parents with disabilities. Lakewood has handicapped parking and assistance is provided, when necessary, to wheelchair bound parents.
  
- Shall provide such other reasonable support for parental involvement activities as parents may request.
  
- ❖ Parents may also give the Parent Coordinator, Curriculum Specialist, or office any ideas or suggestions they may have for activities they would like to see/participate in at Lakewood. If feasible, parents are supported in any and all requests that are made. Parent surveys are utilized to collect data from parents concerning their expectation of the school. Lakewood makes every effort to work with parents in meeting their requests as related to their involvement in their children's education.

## Part IV

The parental and family engagement funds at Lakewood Elementary School are used in the following ways:

1. Contracting a parent coordinator to conduct parent workshops, activities, and promote involvement.
2. Provide materials and supplies for parent resource room, and parent resource books for the parent section of the school library.

The administration, faculty and staff strive to ensure that information sent home to parents is written in a language and form that is easily understood. All written communication is done with the diverse needs of the community being considered. Notices are sent to parents informing them of special events that take place at the school (physical education programs, book fairs, picture days, family Math/Reading Night, Parent Night, Career Day, etc.). The principal and teachers send home newsletters to parents to keep them informed of school activities. At Open House, information is presented regarding Title I programs, curriculum, and types of assessments used to monitor students' academic progress. After the general meeting, parents are invited to visit their child's classroom to meet the teacher and get an overview of the subjects taught (reading, language, math, science, social studies, art,

and music) and view a display of the materials used in instruction. Information is presented regarding Title I programs, curriculum, and types of assessments used to monitor students' academic progress. Parents are encouraged to participate in decisions related to the education of their child. They are encouraged to schedule three parent-teacher conferences.

## Part V

Students who experience difficulty mastering the proficient or advanced levels of achievement standards will be provided additional timely and effective instructional assistance. This will be accomplished by the following:

- PST (formerly BBSST) assists teachers with selecting and implementing appropriate accommodations for all at-risk students.
  - Struggling readers receive up to three opportunities for small group instruction during the school day.
  - Students are progress monitored (DIBELS and STAR) in a timely manner to ensure reading and math instruction is effective.
  - An after-school program provides additional instruction via tutoring and homework assistance.
  - 30 additional minutes have been added to math instruction in which students work on STAR sample test items in collaborative groups with the assistance of the teacher.
  - Intervention tutors, study buddies, and volunteers provide additional assistance and intervention with students who are experiencing difficulty in reading and math.
  - Individualized computer instruction is available to students.
  - Special education services are provided to those students who qualify.
  - A curriculum specialist provides assistance to guide student instruction and achievement by monitoring data and student progress.
  - Utilization of Curriculum Specialist, ARI Reading Specialist, and Interventionists to provide additional assistance and intervention for students in small group or individual instruction setting in the classroom, and if needed, as a pull-out intervention session.
- ❖ Volunteer tutors from First Baptist Church will provide extra help to individual students who struggle with basic math and reading skills.
- Parents are involved with the planning and development of the Continuous Improvement Plan which addresses the strengths and weaknesses of the educational program. At the beginning of each school year, results of students' individual DIBELS reports are sent home to parents. An informal meeting is planned for parents to come in and discuss their child's results.
  - After the administration of the STAR Reading and STAR Math assessments the results are sent home to parents with the progress reports. Parents are kept abreast of student achievement through newsletters, parent homework sheets, conferences, progress reports and report cards.

In addition, teachers are consistently involved in both formal and informal conferences that often highlight the expectations of students and focus on content standards. Conferences are held at the beginning of the school day or at the end to accommodate working parents. Teachers also communicate through telephone calls, classdojo messages, and e-mails. A few weeks prior to state testing, an information workshop is held for parents. This workshop focuses on testing tips/strategies for students and expectations for parents during testing.

- The parent involvement coordinator is available Tuesday and Wednesday from 8 a.m. to 3 p.m. and Thursday from 8 a.m. to 1 p.m. Throughout the school year, parenting workshops will be held on topics of interest to the parents. Topics will be related to school improvement goals that are designed to increase student achievement. The Curriculum Specialist along with the ARI Reading Specialist and the Parent Coordinator schedules workshops to provide training and materials to help parents work with their children at home especially in the areas of Reading and Math. A section in the school library has been established for parents. A computer is located in this area and designated specifically for parent use.
- Technology training is scheduled for parents throughout the school year and is coordinated by our technology leader.

Lakewood welcomes parent involvement and participation and would like to see it advance to new heights. The school has a parent organization and Parent Coordinator that works in conjunction with the faculty and staff to design activities that will bring other parents into the building. Lakewood will provide in-service opportunities, conduct faculty meetings and grade-level meetings to show that there is an understanding of the importance of parental engagement and working with parents as partners. Lakewood will host and invite parents to an Awards program at the end of each semester. On Parenting Day in October, parents are invited to come into the classroom with their child and participate in the educational process. The Counselor/Social Worker, Curriculum Specialist, and ARI Reading Specialist will hold special sessions for parents at various times during Parenting Day. They will also provide tips and strategies to the faculty and staff on how to effectively communicate with parents. They attend parent-teacher conferences to model effective communication by intervening when necessary.

All parents have the opportunity to participate in our parenting activities. Two pre-school programs are located on the school's campus. Parents of these two programs are welcome to attend all school events and parent meetings. Lakewood also plans parent nights with specific themes that deal directly with reading, math, science and language arts (Family Reading Night, Family Math Night, Parent Night, Conference Night, Book Fair, etc.)

The Parent Coordinator will work with the Curriculum Specialist in an effort to coordinate parent activities, such as parent workshops. Parent workshops provide an innovative approach to present parent education and promote parent engagement through games and activities in a group setting. These workshops are an informal way to get parents in to receive parenting tips and celebrate their child's education.