



## Parent and Family Engagement Policy

### Tuckaseegee Elementary School

2023-24

#### 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.

- Latresha Wilson, Principal
- Nicki Dudley, Assistant Principal
- Vernessa Bowles, Dean of Students
- Masean Crumpler, Magnet Coordinator
- Adrienne Ciccarello, MCL 2
- Elizabeth McLeod, MCL 2
- Yolanda Floyd, MCL 2
- Beth Canute, Teacher
- Christina Klukow, Teacher
- Lisa Petrin, Teacher
- Tuckaseegee School Leadership Team, Parents and Teachers

B. Briefly describe the process your school used to:

1. Teachers and parents were elected to serve on the School Improvement Team (SIT) by a nomination and ballot system. The SIT meets monthly to discuss topics that affect and include all stakeholders.

2. [Copy of Policy](#)

#### II. Annual Information Meeting

A. Tuckaseegee hosts an annual Title I meeting in conjunction with Curriculum Night at the beginning of every school year. Title I information is shared via a PPT presentation template provided by CMS that is personalized to outline the policies and procedures specific for Tuckaseegee Elementary. This year our meeting was held on Thursday, September 21, at 6:00 at the school in-person.

#### III. Flexible meeting times

B. We scheduled school events before school hours, during school hours, and after school hours to accommodate the needs of all families.

#### IV. Title I Part A Planning

C. Tuckaseegee receives input from parents during monthly SIT meetings and monthly PTA meetings.

#### V. Parent Information and Opportunities

- A. Describe how you will provide parents and families with the following:
1. Parents are provided timely information about Title I Part A Programs throughout weekly Connect messages, ParentSquare, Facebook, Instagram, school website and grade level newsletters.
  2. Tuckaseegee's performance profiles are shared through Connect messages, letters, school website and newsletters.
  3. Assessment results of individual student performance is shared during parent conferences and documentation sent home with students or mailed home.
  4. The state curriculum, assessment types, and understanding of score reports are shared with families during parent/teacher conferences, sent home in monthly grade level newsletters, and sent home with students. Non English speaking parents are provided a copy of these documents in their native language, or information is translated for them by a staff member or by utilizing CMS's translation services. strategies to inform parents
  5. Parents are provided opportunities for regular meetings to participate in the decision making process by attending PTA meetings, SIT meetings, or scheduling face to face conferences with school personnel.
  6. The school occasionally utilizes questionnaires and surveys to gain parent suggestions, questions, and/or feedback.
  7. Parent volunteer opportunities are shared by scheduling appointments to speak with the volunteer coordinator, sending notices through email, Connect messages, letters, school website, PTA website, and monthly newsletters.

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

- A. The school-parent compact was discussed at the annual Title I meeting. Parents received copies of the compact through a school-wide Parent Square message and through a Google Form at Curriculum Night. Parents may call the school and schedule a meeting to discuss any concerns, if they need additional clarification, or if they need the information translated into a language other than Spanish.
- B. A copy of the compact can be located on the Tuckaseegee Website under the Title I Parent Information Link

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

1. Tuckaseegee will provide assistance to parents in understanding performance standards, assessments, monitoring their child's progress and participating in decisions relating to the education of their child— during the annual meeting with PowerPoint presentation (interpreter will be available)
2. Tuckaseegee has scheduled family involvement events where parents are provided with literacy training, computer skills, homework assistance/workshops, family literacy nights, adult ESL classes, and math and literacy make and take activities.
3. Teachers work within their grade level teams to create materials to provide parents to help them support their children at home.
4. School counselors and school social workers coordinate and integrate parental involvement programs/activities to meet the social/emotional needs of students and their families.
5. Develop appropriate roles for community-based organizations and businesses – through partnerships with local businesses
6. Parents are invited to come to all school events through Connect phone messages, ParentSquare, letters, updates on the school website, labels sent home in student agendas, and monthly newsletters.
7. The use of an interpreter and bilingual flyers are used to ensure that information related to parent involvement is accessible to all families.

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

- A. Full opportunities for the participation of parents with limited English proficiency or with disabilities are provided through the use of an interpreter.

**IX. Parent/Family Requests**

- A. Tuckaseegee follows all Title I guidelines and designates a portion of our Title I money for parent involvement activities (Curriculum Night, Science/Elective Fair, EOG Prep Night)
- B. Parent involvement activities are scheduled and planned by an instructional leader and a team of teachers to support the designated event. These events are also discussed during monthly SIT meetings for additional suggestions and feedback.

**X. Annual Evaluation**

- A. Annually, an evaluation of the parent involvement policy will be reviewed for effectiveness at an SIT meeting. Suggestions for improving the policy will be collected and the SIT team will take suggestions into consideration when drafting the following year's policy.

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

Only describe the ones you choose to implement

- A. Parent literacy and math training will be provided during the 4 designated main events, and also two magnet showcases that will display students' efforts to engage with the total magnet theme. Also multiple students performances and academic awards are scheduled to engage students with all aspects of their child.
- B. School meetings are scheduled at a variety of times to meet the needs of all families. Home visits can/will be conducted if families are unable to make it to school.