

Walter V. Long Elementary School Parent and Family Engagement Policy 2023 - 2024 School Year

Children and learning come first at Walter V. Long Elementary School. Families make up an essential part of the learning process. This policy has been jointly developed and agreed upon by Long ES and parents. Family involvement is encouraged and will occur through the plan described in this document.

About the Plan:

The Parent and Family Engagement Policy Team will be composed of families, community, and faculty members and contribute ideas and feedback for the Parent and Family Engagement Policy. They will also sit on other committees where relevant. This plan will be reviewed and revised with parent input, through meetings with grade level teachers, administrators, and staff members. All necessary accommodations will be made to allow all interested parents to participate.

The Parent and Family Engagement Policy of Long ES, along with all school correspondence, will be distributed in an understandable and uniform format and, to the extent possible, in a language parents can understand.

The Title I Annual Parent Meeting will be held on Friday, September 29, 2023 to explain the rights and responsibilities of parents and to review how the school's Title I funds will be utilized. For those not able to attend, the PowerPoint is available for viewing on the school's website.

District Wide Parent Survey results from last school year will be shared as part of the Annual Parent Meeting. Accomplishments and areas for improvement will be discussed and parents will be encouraged to provide constructive feedback and recommendations. To encourage parents to participate in the CCSD Parent Survey each year, reminders are sent home.

The Educational Involvement Accord is integrated into the registration process through Infinite Campus. Parents must review the Accord prior to completing their child's registration. Administrators and teachers will have access to the Accord whenever needed for parent/student conferences or other occasions. The district sends out the information for content standards and assessments. We also have a Student/Parent Handbook that includes the school's curriculum, how to monitor a child's progress, and how to work with educators.

Walter V. Long Elementary School Parent and Family Engagement Policy – p. 2

Programming:

In order to build the school's and the parents' capacity for strong performance, the following programs are available at Long ES:

1. **Meet & Greet Open House:** all classrooms will be open on a specified day for students and families to meet their teachers before the school year begins.
2. **Parent Volunteers:** Parents are invited to work in the school. Families are welcome to join their students in the classrooms to understand daily procedures as well as skills and methods for practice at home.
3. **Notices:** Notices of all parent involvement activities and opportunities will be sent home by the classroom teachers before the event, through DoJo, on social media, and through Infinite Campus (ParentLink)..
4. **Information:** Parents will be provided with information on, and assistance with, understanding such topics as the state's academic content and achievement standards, state and local assessments, the requirements of Title 1, how to monitor their student's academic progress and how to work with school staff to improve their child's academic achievement.
5. **Progress Reports:** Progress reports are available on Infinite Campus and families can request a paper copy as needed. Conferences will occur as required by CCSD and whenever necessary.
6. **Testing:** State and federal accountability information is sent home to families; follow-up meetings will occur for communication regarding the impact of work at school and at home.
7. **Reading Week:** Reading events will happen daily during reading week. Families will be invited to classrooms to read with their students.
8. **Family Events:** Stories and Snack is an opportunity for parents and students to learn academic strategies and to get a book to read at home.
9. **Fall Carnival:** The Fall Carnival celebrates community and culture in our school. Families are encouraged to attend and enjoy great food, exciting games, and mingle with our staff.
10. **SOT:** We encourage parents to be on the SOT.

Parent Communication

Long ES will provide the following modes of communication to involve parents and families in the learning process:

1. **Class DoJo:** Class DoJo is implemented school-wide to inform and update parents on student behaviors, academics, and classroom/school wide activities.
2. **Parentlink:** Text, emails and phone calls are sent home regularly to update parents on student activities and important updates to the schedule.

Walter V. Long Elementary School Parent and Family Engagement Policy – p. 3

3. **Website:** The school has a website with information for students and parents.
4. **Progress Reports:** The classroom teachers send home progress reports each semester.
5. **Parent, Teacher, and Administration Conferences:** Parents, Teachers, and Administration can set up times for meetings to discuss questions, concerns, plans, and celebrations.

Community Involvement:

Long ES will work to integrate the involvement of students, teachers, parents, and the entire community in the learning process.

1. **Volunteers (Parent Center):** Volunteers are welcome to work in our school assisting teachers in copying, cutting, and pasting. Volunteers can also work with the classroom teachers to assist in the classroom with reading, math, and organization.
2. **Community Partners:** Long has active community partners assisting in academics, materials, resources, and services. Some of these include Communities in Schools, Miracle Minds, and Rotary Club.
3. **Parent and Community Involvement:** Information for all of our community involvement events is available through the school's website, Class DoJo, and ParentLink.

Our school will provide, to the best of our ability, assistance and services as requested by parents and family members. Long Elementary School and its staff welcome any ideas or suggestions from parents on how to make our school the best it can be!