

# CARLESTON ELEMENTARY SCHOOL

## Pearland Independent School District

Amy Beverly, *Principal*

3010 Harkey Road Pearland, TX 77584-1014 Telephone (281) - 412-1412



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**One of Pearland ISD's World Class Goals is to promote parental partnerships.** We believe that a strong and full school-home partnership will help all students to succeed and that parents and families play an integral role in supporting their child's learning as everyone succeeds if school, home, and community work together to promote high achievement by our children.

Parent and family involvement and engagement includes regular, two-way, and meaningful communication involving academic learning and other school activities. In order to support this partnership, Carleston Elementary will reach out to all parents and family members and implement programs, activities, and procedures for the involvement of parents and family members in programs consistent with the requirements of Every Student Succeeds Act (ESSA) Section 1116. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children. Due to Covid-19, some campus activities/events have been suspended until further notice.

Carleston Elementary receives Title I, Part A funds. Our goal is to plan and implement effective parent and family involvement activities to improve student academic achievement and school performance. Therefore, Carleston Elementary will develop jointly with, agree on with, and distribute to, parents and family members of participating children a written parent and family engagement policy. This parent and family engagement policy will be incorporated into the Campus Improvement Plan (CIP) and establish the campus expectations and objectives for meaningful parent and family involvement.

Carleston Elementary will take the following actions to engage families in the joint development of its campus Parent and Family Engagement Policy:

- Provide parents, families, and guardians the opportunity for input in the development, and the ability to review the effectiveness, of the policy through a flexible number of open meetings and posting on the Carleston Elementary website and through Skyward notification emails. Due to Covid-19, parents were provided with Title information during Meet the Teacher night, then invited to provide input through an online survey in lieu of open meetings.
- Present the policy to campus decision-making and advisory committees, that includes parents, teachers, and administrators, for review and approval.
- Update the policy regularly to meet the changing needs of the school and families in the spring of each school year, including seeking input from parents, families, and guardians.
- Will be made available to the local community by posting in a common community area.

Carleston Elementary will involve parents and family members in jointly developing the district improvement plan through open advisory meetings for parent and family members and parent and community representation on the Campus Education Improvement Council (CEIC). The Campus Improvement Plan (CIP) is updated over the spring and summer of each school year and presented for review and input from parent and community representatives before CEIC approval. If parents have a negative comment about the CIP, the comments are given to the principal who then presents them to the Federal Programs/Grants Administrator. The CIP is presented to the school board after it has received CEIC approval.

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### **Coordination of Services:**

Carleston Elementary will coordinate and integrate parent and family engagement strategies under Title I, Part A, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and 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.

Coordination may occur with:

- Communities in Schools (CIS)
- CEIC
- PTA
- Carleston Intervention Team
- Carleston Administration Team

### **Annual Evaluation:**

Carleston Elementary will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all school served under this part, including identifying:

- Barriers to greater participation by parents who are economically disadvantaged, disabled, have limited English proficiency, limited literacy, or of any racial or ethnic minority background
- The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and
- Strategies to support successful school and family interactions

Additionally, Carleston Elementary offers a walk-in, open-door policy to receive concerns. Due to Covid-19 Carleston Elementary is not receiving visitors until further notice.

This evaluation of the campus Parent and Family Engagement Policy will be made in the spring of each school year. The findings of the evaluation will be reported to the Campus Education Improvement Council (CEIC). Parents and family members will be able to provide input through a survey posted on the district website, or in two public meetings held at a convenient time on multiple days and times so parents have more than one option to provide input. Due to Covid-19, public meetings are not being held until further notice.

Carleston Elementary will use the findings of such evaluation to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement policies.

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### **Supports and Activities:**

Carleston Elementary will involve parents in the activities of this school served under Title I, Part A, for the purposes of developing, revising, and reviewing the parent and family engagement policy and provide such other reasonable support for parental involvement activities under this section as parents may request. Carleston Elementary will provide support and coordination to plan and implement effective family engagement and parental involvement in order to improve student academic achievement through:

- Procedures, training, and guidance for staff
- Communication through Seesaw, Teams, and Skyward
- Meet the Teacher Nights within the first six weeks of every school year
- CEIC
- PTA
- Family Curriculum Night
- District Guidance Services Events (such as: #iWillASK and Carousel of Resources)
- Parent Teacher Conferences
- Carleston Website – Title 1 Tab with resources

Due to Covid-19, some activities have been suspended until further notice.

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

- Assist parents of children served by Carleston Elementary, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of the parent and family engagement program, and how to monitor a child's progress and work with educators to improve the achievement of their children
- 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
- 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
- Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

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### **Translation:**

The Carleston Elementary Parent and Family Engagement Policy will be made available to parents/guardians in a language and format they can understand. This includes:

- That the policy will be posted on the district and campus website in English and Spanish
- That the policy will be available in the Carleston Elementary reception area in both languages
- That if parents/guardians need it in another language, they may request it to be translated (either written or oral as appropriate) from the Federal Programs Administrator for the district.

Pearland ISD has a Translation Policy that includes documents and resources required under Title I, Part A will be translated into Spanish under ESSA. The documents include:

- The Pearland ISD District Improvement Plan and Parent and Family Engagement Policy are available in English and Spanish on the district website. Hard copies are available at the Pearland ISD Administration Office and this campus upon request. Parents/Guardians who need these documents translated into a different language may request translation services from the Federal Program Administrator. The district may select translation by oral or written means, as appropriate to the request.
- Carleston Elementary will provide the following as written documents in both English and Spanish:
  - Campus Improvement Plan
  - Parent and Family Engagement Policy
  - School-Parent Compacts
  - "Parent's Right to Know" Letter
- Carleston Elementary will provide the following by written or oral means, as appropriate:
  - A description and explanation of the school's curriculum
  - Information on the forms of academic assessment used to measure student progress
  - Promotional information about training and activities inviting parents to attend and participate
  - Individual Education Plans (IEPs)

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To encourage and support the involvement and engagement of parents, families, and guardians, Carlestone Elementary will hold the following required meetings (*Note: each of these required meetings must be offered on more than one day and at more than one time, so that parents have more than one option to attend*):

- An annual Title I, Part A meeting, held at a convenient time (*see Note above*), 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. At this meeting the campus will explain the process for how parents and families may provide input on how Parent and Family Engagement funds are spent for Parent and Family Engagement activities. Due to Covid-19, the annual Title 1 meeting has been suspended until further notice.
- An annual meeting each school year (*see Note above*) to discuss and provide input on the campus Parent and Family Engagement Policy and School-Parent Compact. The compact's role in improving the student's academic achievement will be discussed, too.
- An annual meeting each school year (*see Note above*) to provide feedback on the effectiveness of the campus Parent and Family Engagement Policy.
- An annual meeting each school year (*see Note above*) explaining annual school report card, student curriculum and assessment, and STAAR tests.

Carlestone Elementary will also provide School-Parent compacts in which to identify ways the school, parents/guardians, and students can share the responsibility for student performance and success.

*Approved by the Carlestone Elementary CEIC: January 27, 2021*