

Christiansburg Primary School

Parent and Family Engagement Policy/Plan and Procedures

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN **REQUIRED** COMPONENTS

Christiansburg Primary School jointly developed and revised with parents the school Parent and Family Engagement policy/procedures on September 27, 2022. The policy will be distributed to parents and made available to the local community as published on the Christiansburg Primary School website by October 1, 2022.

An annual meeting was held on September 1, 2022, to which all parents were invited and encouraged to attend. Title I staff delivered a presentation to inform parents of Christiansburg Primary School's participation under this part and to explain the requirements of this part, and the right of the parents to be involved. The Google slide presentation is also posted on the Christiansburg Primary School's website.

Parent meetings and family engagement opportunities shall be offered at the school or virtually. Parents may also participate in parent-teacher conferences in the building or from home, offering flexibility with child care and transportation. Child care will be provided for events held at school.

Parent representatives participated in the creation of the 2022-2023 school plan and will be invited to attend a midyear review of the CPS school improvement plan, under Section 1112, schoolwide under Section 1114, and the process of the school review and improvement under Section 1116.

Christiansburg Primary School implements an effective means of outreach to parents of English learners in their home language to inform them regarding how they can

- be involved in the education of their children; and
- be active participants in assisting their children to—
 - attain English proficiency;
 - achieve at high levels within a well-rounded education; and
 - meet the challenging State academic standards expected of all students

The Title I survey, as well as PALS service letters are sent home to parents in multiple languages.

Interpreter services are also available for registration, parent- teacher conferences, SAP and IEP meetings.

Christiansburg Primary School provides parents of participating children—

- timely information about programs;
- a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
- if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

Family Friday FYI provides information to parents regarding programs, upcoming events and educational facts. Parent teacher conferences provide opportunities for data regarding student growth to be shared with parents as well as suggestions for activities that support home learning. Remind, Social media, email and phone calls provide opportunities for communication with parents or offer important school information in a timely manner.

Christiansburg Primary School is not aware of any parents who are currently dissatisfied with the schoolwide plan. Should a situation arise where we are made aware of comments that reflect dissatisfaction with the plan, said comments shall be published within the plan.

PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level Parent and Family Engagement policy, each school shall jointly develop with parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. The Christiansburg Primary School Title I school-parent compact will be sent home as a Google Form, embedded within the Friday FYI. The compact is also included in our student handbook for review, as well as published on the Christiansburg Primary School website.

- Provide frequent reports to parents on their child's progress.
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.
- Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school and district must:**

- Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators. This assistance is offered at Parent Conferences where PALS, VKRP, and MAP results are discussed. Conferences are available upon request.
- Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy). Christiansburg Primary School will offer curriculum events such as Literacy Night, STEM or STREAM Night as forums where parents can engage with students and teachers in activities and receive take-home materials or activities to support learning.
- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parents and their communities to increase academic achievement.
- Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement. The parents of our CPS preschool are invited to attend family events. NRVCS (New River Valley Community Services) staff supports parental involvement in our 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. Information on school and parent programs and activities are sent to parents in a variety of translations.

CPS will abide by the following guidelines for allowable activities:

- 1) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

- 2) May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.
- 3) May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
- 4) May train parents to enhance the involvement of other parents.
- 5) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.
- 6) May adopt and implement model approaches to improving Parent and Family Engagement.
- 7) May establish a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.
- 8) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.

PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

PART IV-ADOPTION – This Christiansburg Primary School Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by Christiansburg Primary School on 09/30/21 and will be in effect for the period of the 2022-2023 school year. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 10/01/22.

Signature of Title I Authorized Representative

Date: 9/27/22

Name and Signature of Parents, Students, and Staff Involved in the Policy Development Process:

Name: Jessica Jones

Signature: *Jessica Jones*

Name: Brittany Jewell

Signature: *Brittany Jewell*

Name: Connie Bryant

Signature: *Connie Bryant*

Name: Dawn Bowler

Signature: *Dawn Bowler*

Name: Susanna Smith

Signature: *Susanna Smith*

Name: Peggy Kincaid

Signature: *Peggy Kincaid*

Name: Heather McClaugherty

Signature: *Heather McClaugherty*

Name: [Staci Treadway](#)

Signature: [Staci Treadway](#)