

**Richard H. Bryan
Parent and Family Engagement Policy
(PFEP)
2018-2019**

Policy Development and Implementation

This policy has been jointly developed and agreed upon by Richard H. Bryan Elementary School and parents of students served in the school pursuant to Title I.

Richard H. Bryan Elementary School will convene an annual meeting at a convenient time for parents to evaluate this policy. This meeting will be held on September 5, 2018 at 5:30 pm. An additional review of this meeting will be offered during a monthly SOT and/or 2nd Cup of Coffee meeting for parents if needed. The school's **Parent and Family Engagement Policy (PFEP)**, developed by the school staff and parents of students at Bryan will be distributed in an understandable and uniform format to the extent practicable, in a language parents can understand. The parent involvement policy and annual meeting information will also be made available to the community via the school's website, individual classroom technology (Remind.com, Class Dojo, and Sea Saw), and Parent Link for parents that were unable to attend.

District-wide Parent Survey data will be shared during monthly SOT and 2nd Cup of Coffee parent meetings to discuss strengths and areas of improvement. The top three vote getters showed:

- Parents feel welcomed at Richard Bryan E.S
- Teachers really care about their child(ren)
- Their child's school involves parents.
- Their child feels safe at school
- The school sets clear expectations

Areas of improvement:

- CCSD is transparent and open about how it operates
- Effective and useful communication from the district
- How monies are used at Richard H. Bryan ES

We will use the data provided through the District Wide Survey to modify our Parent Family Engagement Policy as needed. We will involve our School Board Trustee at parent meetings to have open dialogue and communication to inform our parents as it pertains to CCSD. We send Parent Link messages home with the website to inform parents when and how funds are used at the school. We have a parent committee (as part of SOT) that ensures parents are well informed about fund-raising efforts throughout the school year.

Parents will be encouraged to log on and submit their opinions. Additionally we will ask parents to send a note back with their child to be entered into a drawing.

2.

Richard H. Bryan Elementary School will involve parents in an organized, ongoing and timely way in the planning, review and improvement of the Title I programs, School Performance Plan, **Parent and Family Engagement Policy (PFEP)**, and implementation of the School Organizational Team. A meeting will be held every month to discuss and involve the parents in these programs. Each monthly 2nd Cup of Coffee

meeting and SOT meeting will include Title I and PFEP on the agendas for discussion and parent input. The SPP will be included quarterly.

3.

The Educational Involvement Accords are integrated into the registration process through Infinite Campus. Included in the back-to-school packet of information given to parents are the details pertaining to registration and the Accord. Parents must review Accords prior to completing their child's registration. Administrators and teachers will have access to the Accords whenever needed for parent/student conferences or other occasions.

4A.

In order to provide assistance to parents in understanding such topics as the state's content and achievement standards, state and local assessments, the requirement of Title I, and how to monitor their child's academic progress as well as how to work with school staff to improve the achievement of their child:

Richard H. Bryan Elementary School held a Back to School Open House event on August 10, 2018, where parents were introduced to the Bryan staff members. On September 27, 2018, Richard Bryan Elementary School held their yearly SOT meeting to explain SBAC data, discipline data, and attendance data. During the Second Cup of Coffee meeting on September 11, 2018, we had the FACES division talk to parents about the district ELL plan. Additionally, SBAC data was discussed at the September 27, 2018 and the October 4, 2018 SOT meeting along with the SPP, specifically pertaining to goals 1 and 2. During monthly parent meetings, parents' rights and responsibilities under Title I and Elementary and the Secondary Education Act (ESEA) were reviewed and discussed. Parents are provided information about the state's academic standards, state and local assessments, and school curriculum, how they can monitor their child's progress proficiency levels.

Parents participate throughout the year in parent/teacher conferences where the teacher explains how they can work with their child at home where they jointly create individual student learning goals and how to monitor their child's academic progress. Parents are informed about their child's academic progress through Infinite Campus with real time data, unsatisfactory reports, and report cards. In addition, each teacher communicates with parents via an approved technology source.

Parents also receive pertinent school information via the school website and written notices.

Parents are a part of the School Leadership Team and the District Parent Advisory Committee.

4B

Bryan also hosts a parent training night during the year, including math, science, and literacy. These activities give parents' additional information about the school curriculum and resources to use at home with their child. In addition, via the chosen technology medium, teachers communicate with parents on a daily basis with ways to be involved in and aid in their child's education. Parents are offered various websites, to include Study Island, Access Writing, Front Rowed, Accelerated Reader that are aligned with the primary academic needs of our students.

4C

In partnership with parents, the school administration will hold professional development activities to educate the staff on how to communicate effectively with parents and how to view parents as equal

partners in the education of their child. On August 10, 2018, Richard Bryan Elementary School held its annual Meet 'n Greet which included resources at the school and specific ways in which parents can become involved in their child's education. With the assistance of the learning strategist, professional development sessions on current best practices are offered to teachers throughout the year. Parents participate in our Sight Word Soldiers, Watch Dogs and through a very active PTA. Parents complete a volunteer training session and sign a willingness to abide by all school and CCSD rules and policies when on campus.

4D

All information related to school and parent programs and activities is sent home to parents via Parent Link, flyers, individual classroom modes of technology, and newsletters in both English and Spanish. Additionally, all pertinent information is located on the school website, bryan.ccsd.net and the RHB PTA Facebook homepage.

4E

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Richard H. Bryan Elementary School administration will:

*Involve and encourage parents to participate in the following programs:

- Monthly Parent Meetings

- PTA sponsored events

- Watch Dogs

- Sight Word Soldiers

- Read by 3

- Video clips/tutorials for parents to best help their students in the content areas

4F

During all parent involvement activities, administration will secure parent comments and suggestions for continued improvement upon receipt of the Title I parent feedback forms. A similar form is given at the end of parent conferences (PSTAPT feedback form). Necessary action is taken as needed per each individual request. Richard H. Bryan Elementary School will maintain an open-door policy for parent involvement. The school shall provide other reasonable support for parental involvement as necessary, such as child care or parental input on topics of parent training.

One conclusion about the data

One application of the results

One action to increase participation

Send annual parent meeting documentation