

***Parent Family Engagement Policy 2024-2025***

**Stevens Elementary School**

1910 Lamonte Rd • Houston, Texas 77018

**Stephanie Lugo**

***Principal, Stevens Elementary***

At Stevens Elementary, we believe that parents and the community are valuable assets. Parental involvement plays a critical role in helping us achieve our goals. Our aim is to foster strong communication between the school and families while providing ample opportunities for parents to participate in their children’s education.

The Stevens Elementary Title 1 committee will hold an annual meeting, at a convenient time, where all parents are invited and encouraged to attend. During this meeting, we will inform parents about the school’s participation in Title 1, explain its requirements, and outline parents’ rights to be involved.

**To ensure effective communication and participation, Stevens Elementary will:**

1. Send notifications of Title 1 meetings in both English and Spanish using flyers, the school marquee, call-out systems, the school website, and Microsoft Teams.

2. Hold eight annual meetings (four in the Fall and four in the Spring) with both AM and PM sessions to provide parents with updates on Title 1.

3. Give parents the opportunity to share suggestions and provide input on decisions related to their child’s education.

4. Involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of school programs. Interpreters will be available as needed, and information will be provided in a language that parents understand.

Monthly Parent and Family Engagement meetings will be held to discuss topics such as policy, student/parent compacts, learning opportunities, health updates, and technology. Parents and families will have the chance to offer suggestions on decisions related to their children’s education. Additionally, parents are invited to attend SDMC (School Decision Making Committee) meetings to help develop the school’s improvement plan.

**Stevens Elementary will provide parents with information on:**

- The school’s curriculum

- The academic assessments used to measure student progress

- The proficiency levels students are expected to meet

**This will be accomplished through:**

1. Notifications regarding upcoming assessments and their results.

2. Regular distribution of progress reports and report cards, either sent home or available on Parent Connect.

3. Information on district and state-required assessments.

4. Opportunities for parents to schedule conferences with teachers to discuss their child's education.

5. Semi-monthly meetings to assist parents in understanding state academic standards, local assessments, and strategies to monitor and improve their child’s academic achievement.

**In addition, semi-monthly meetings will offer materials and training to help parents work with their children to improve their academic performance. These may include:**

- Family Reading, Math, Science, and Health Nights

- Technology Nights, where parents can sign up for Parent University and Parent Connect to track their child’s progress

Stevens Elementary will also notify parents if their child has been taught for four or more consecutive weeks by a teacher who is not highly qualified, through either a letter or phone call.

**School-Parent Compact:**

This compact serves as an agreement between the school, parents, and students. It outlines how each party will contribute to the student’s academic success. This compact can be revisited and revised at any time to ensure it remains relevant and effective.

**Building Capacity for Involvement:**

Stevens Elementary will work with parents to jointly develop a school-parent compact, which outlines shared responsibilities for improving student achievement. Recognizing that it takes a village to raise a child, we view all teachers, parents, and students as vital parts of the community's success.

**To support parent involvement, Stevens Elementary will:**

1. Provide information on state academic content standards, student achievement standards, and local and state assessments (including alternate assessments).

2. Offer guidance on how to monitor their child’s progress and collaborate effectively with teachers.

**Support programs will include:**

- Literacy workshops for K-5 parents

- Saturday tutoring for students struggling to meet local and state standards

- After-school tutoring for K-5 students

- Access to materials and online programs for math and reading to improve academic performance

**Accessibility:**

Stevens Elementary, in partnership with parents, will provide education for staff on how to effectively reach out to and communicate with parents as equal partners. We will also build strong ties between home and school by:

1. Offering multiple communication methods, including email, HISD Connect, and Microsoft Teams.

2. Providing teacher contact information on the school website.

3. Holding telephone conferences during teachers’ planning times.

4. Sending written notifications in English, Spanish, and other languages upon request.

To the extent feasible, Stevens will coordinate and integrate parental involvement activities with other programs.

**Adoption:**

This School Parental and Family Engagement Policy was developed in collaboration with parents and has been agreed upon by all parties. It will be in effect for the 2024-2025 school year, with distribution to all parents of participating Title 1 children by October 21, 2024, via letters and on the Stevens Elementary website.