



Parent & Family Engagement Policy  
Capitol Elementary School  
Levelland ISD

Statement of Purpose

The mission of the Levelland Independent School District, in partnership with the community, is to graduate all students with skills and values to compete successfully as life-long learners in society by addressing the needs and recognizing the worth of each student through a coordinated program of instruction in a safe, disciplined environment. To help accomplish this, the district will provide increased opportunities for teachers, parents, and the community to become full partners in the education of its children. Each campus will encourage and support parent and community involvement in campus activities in an effort to increase self-esteem and to promote positive attitudes toward school. The district believes that a successful education system is directly related to a strong, dedicated, and supportive family and that parental involvement in the school is essential for the maximum educational achievement of a child.

Parent Involvement in Policy Development

The Capitol Elementary Site-Based Committee is comprised of teachers, parents, community/business representatives, school district administrators, a counselor, and the principal. This committee designs, provides guidance for implementation, and evaluates the Campus Improvement Plan. The goal of parent and community involvement is an integral part of the Campus Plan, and is directly monitored by this committee. Meetings will be planned at the campus at convenient times for the committee members.

## Annual Meetings for Title I Parents/Caregivers

Capitol Elementary uses Title I funds to provide school-wide services for all students. Capitol will hold at least two meetings annually to review Title I guidelines and services offered through the district and at this campus. Copies of the Parent Involvement Policy and the Levelland I.S.D. Parent/Student Compact will be distributed at the campus at one of these meetings. Parents will be encouraged to be come involved in revising and updating the policy as necessary, and parent volunteers will be recruited for the various committee appointments. The meeting will be held at a convenient time and location; notice of the meeting will be provided through written invitations to parents/caregivers and through public notices. Translators will be available to help with non-English speaking parents/caregivers.

## Parent/Student Compacts

In accordance with Title I regulation, Levelland I.S.D. has developed and will annually update a Parent/Student Compact. This compact provides an outline to enable the school and parents/caregivers to share responsibility for student performance and success. This compact explains how students, parents/caregivers, and staff will share responsibilities for promoting student achievement. Compacts are designed so that both the student and his/her parents can sign the compact. Students and parents are encouraged to discuss the contents, sign that they are in agreement, and return the compact to school.

## Parental Involvement Opportunities

Capitol Elementary will encourage and support parental involvement as it strives to develop and maintain an optimum learning environment for all students.

- Spanish translators will be provided for parents when needed.
- Information will be provided in Spanish when needed.
- Parents may contribute as classroom volunteers or through our campus parent club.
- Parents may contribute by creating a supportive home environment.
- Parents are invited to participate in parent-teacher conferences.
- Parents are invited to help plan and conduct parties and field trips.
- Parents may participate by attending school meetings. (Back to School Night, Title I, student programs)
- Parents are surveyed annually for input about school issues.
- Parents are invited to participate in the Parent Club.
- Parents are invited to eat meals with their children.
- Parents are invited to attend/be involved in special programs. (Awards Assemblies, Destination Imagination, UIL Competition, Family Reading Night, Family Learning Night, Field Trips, Field Day)
- Parents are kept informed through regular newsletters from the classroom teachers.
- Parents are kept informed through the campus website, Facebook and Twitter.

## Staff and Parent Communication

Parents/caregivers will be informed of school activities through various avenues of communication including newsletters, social media, local newspaper, local radio, Skylert. Parents will be consulted, informed and involved in the implementation of the Title I program. Parents will be invited to participate in learning experiences tailored to meet the unique parental/student needs of Capitol Elementary. Newsletters, teacher notes, social media, conferences, personal contacts, phone calls, written notices, and visits through the campus parent liaison will be used to establish and maintain open

lines of communication with parents/caregivers. Our campus staff members are trained in positive communication strategies, as well as effective ways to work with parents, students, and members of the community.

### Evaluation

Each year, the Capitol Community will be invited to review and evaluate the effectiveness of the parent involvement program through the Family & Community Engagement Survey. Parental feedback will be recorded through the year and discussed with staff at the end of the beginning of each school year. This will help us evaluate the goals set forth in the Family & Community Involvement section of our Campus Improvement Plan, as well as the Parent & Family Engagement Policy.

Updated: 9/24/2017