

# **West Central Hartford Elementary**

## **Parent and Family Engagement Policy & Plan**

### **Plan Involvement**

1. Schedule an annual meeting to explain and inform parents of the Schoolwide Title I program and their parental rights at a time that is convenient for both parents and teachers. We will explain how students will receive guided instruction.
2. All parents have access to the State Standards for math and reading. These are available on the West Central School website: [www.westcentral.k12.sd.us](http://www.westcentral.k12.sd.us)
3. Upon parental request, parents may meet with Title I teachers to discuss their child's progress.
4. Parents have the right to submit comments and suggestions at any time throughout the school year.
5. In the spring, a survey will be sent out to all parents of a Title I student. This survey will allow parents to provide feedback on the Title I services provided to their child.

### **Shared Responsibilities**

1. The Parent Compact for Title I shall be reviewed at the annual meeting. The Parent Compact explains how parents, school staff, and students share in the responsibility for student achievement to meet State Standards in reading and math.
2. The Hartford Elementary Staff will communicate with parents during the school year through parent / teacher conferences and progress reports.

### **Building Capacity for Involvement**

1. To ensure effective involvement of parents and to support a partnership between Hartford Elementary school and the parents, the Title I staff shall provide assistance to the parents in understanding the State Standards. The parents shall monitor their child's progress through reports and communication with teaching staff to improve their child's achievement.
2. To foster parental involvement, the Title I staff shall provide materials and information to parents to improve their child's achievement in the areas of math and reading. Activities/ Materials will be sent home.
3. To value parents as equal partners in their student's achievement, the Title I staff shall communicate and implement parent involvement. Opportunities for involvement will include attending informational meetings, attending, parent / teacher conferences, volunteering/observing in the classroom and participating in other school wide events.
4. Title I staff will be available at parent / teacher conferences to help improve parent / school communication and involvement. As a district, the Title I staff will meet to discuss and improve ways to communicate and work with parents.

### **Accessibility**

The Hartford Elementary School will ensure that school staff and family members have regular and meaningful communication in a language that the family members can understand. The school will also provide opportunities for the participation of parents with disabilities. If there are any questions or concerns, please call the Title Staff at 605-528-3215.