

Keystone Elementary School

2022-2023 NCLB (No Child Left Behind) Family Engagement Plan

Revised: May 2022

Keystone Elementary School encourages and supports family involvement. Our **Family Engagement Plan was developed jointly with our parents to ensure that the expectations for parental involvement** were clearly defined and agreed upon by the school and our parent stakeholders. The goal of our Family Engagement Plan is to help parents become active partners in the education of their children.

Keystone will eliminate barriers to parental involvement in the following ways:

- The office staff will consistently acknowledge and greet parents in a friendly manner.
- The school will schedule parent meetings at flexible meeting times.
- The school will translate all school-wide written communication into Spanish to meet the needs of our parents who do not speak English.
- The school will provide an interpreter, when needed.
- The school will maintain a website with the staff's e-mail address.
- Parents will be given the opportunity to communicate concerns, suggestions, etc. to the school's administration by completing a parent feedback form.
- Teachers will use clear, direct language when communicating with parents.
- The school administration will respond to parent requests, ideas, and concerns in a timely manner.

To promote meaningful parent involvement and foster a partnership with our parents, Keystone will:

- Provide opportunities for parents to serve on the School Leadership Council and the Family Engagement Committee.
- Provide parents with a description and explanation of curriculum, academic assessment and proficiency level students are expected to achieve.
- Convene an annual meeting, at flexible meeting times, to inform parents of Every Child Success Act (ESSA) guidelines for schools operating a Title I School-wide Program.
- Collaborate with parents to jointly develop a Parent/School Compact that outlines shared responsibility for student learning.
- Disseminate the Parent/School compact to all students/parents and acquire the appropriate signatures.
- Send home weekly progress reports to keep parents informed of student progress.
- Provide flexible times for our parents to attend parent meetings.
- Provide family literature and family services to improve parents' ability to help with their child's evaluation.
- Provide parents with timely information through newsletters of current events with a monthly calendar to inform parents of school activities; receive notices and communications timely, to respond and/or participate.
- Provide parents with opportunities to attend regular training and workshops to help parents develop strategies and skills that will help their children achieve at higher levels.
- Encourage parents to regularly visit our school.
- Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of programs for parent involvement and the School Level Family Engagement Plan.
- Utilize partnerships with community organizations and local businesses.
- Inform parents of opportunities available through the SCS (Shelby County Schools) Parent Resource Center.
- Provide parents opportunities to express ideas, concerns, and suggestions with the principal or any staff member and receive a timely response

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