



**Parker Elementary
10626 Atwell
Houston, Texas 77096
713-726-3634**

Campus Parent and Family Engagement Policy 2019-2020

In order for students to be successful, parents or guardians must be actively involved in their child's education. We feel parent involvement is an essential piece in ensuring that our students are successful in school. We believe that when parents are more involved in the academic process, school becomes more of a priority for their children. Parker Elementary developed this policy to describe how we involve parents in the development of policy and the School-Parent Compact. This policy was developed with the assistance and approval of the students' parents who are participating in the Title 1 Program.

Policy Involvement: Each year, parents of children who participate in the Title 1 Program are invited to an annual meeting, Open House, and other meetings throughout the year. These events are held on various days and times giving parents a choice of meetings to attend. We may provide child care, as such services relate to parent involvement and home visits. At the meetings, we discuss the Title 1 law, school data, curriculum, adequate yearly progress status, and the rights and benefits to parents of involved children.

Program Involvement: At this meeting, and throughout the school year, we provide timely information about our Title 1 programs, including reading/math tutoring, counseling, extended day, after-school programs, and magnet classes to parents of participating children. We describe the curriculum and explain how student performance is measured. We explain how each individual child and our school as a whole are doing on state tests such as the State of Texas Assessments of Academic Readiness (STAAR) and other measures of performance. We hold PTO, Shared Decision-Making and Title 1 meetings to respond to parent needs and concerns. We send out parent surveys to receive input for our Title 1 Program.

School-Parent Compact: The school-Parent Compact was developed jointly with parents of participating Title 1 students. It explains how parents, school staff, and the student will all share responsibility for each student's academic success.

Building Capacity for Involvement: It is Parker Elementary School's role to teach parents how to help their children learn. One way of doing this is by explaining education laws. Parents are given information about the district, state, and national education goals, Title 1 requirements, Texas content, and performance standards such as Texas Essential Knowledge Skills (TEKS), STAAR, TELPAS and Renaissance 360.

Parent Training and Involvement: Presentations are designed to help parents learn how their child is doing, how parents can work with educators to help their children, and how to be involved in decision-making about the education of their children. Materials and training are provided to help parents assist their children's needs such as: Parent University, School-Wide Open House Night, PTO Meetings, PTO Family Nights, Title 1 Parent Meetings, Bilingual Parent Workshops, Performing Arts concerts and Workshops, Funfest, Book Fair Night, POPS Concert, Field Day, Literacy/Math Night, Solo and Ensemble Festivals, Enrichment Club Showcase and GEM Awards.

Our school strives to coordinate parental involvement activities among the different programs available on our campus. Shared parental involvement activities are sponsored by the Title 1 program.

Development of School-Business Partnerships: Parents are encouraged to participate in these activities. Community-based organizations and businesses are given information about working parents. We contact various businesses, churches, and other organizations such as Legacy Community Services, Alliant Group, Westbury Baptist Church, Cistern Church, CiCi's Pizza, Golden Corral, Los Tíos, Gugliani's, Wal-Mart Market, Astros, Chick-Fil-A, McDonalds, Rotary Club of Houston, AFA, Eye Care for Kids, VSP Global, and Wang Smiles Orthodontics.

Accessibility: Participation and involvement of all parents is important. Information related to student achievement, school performance, school and parent programs, meetings and other opportunities for participation are sent home in the home language whenever possible.

This School Parental Involvement Policy has been developed jointly with and agreed upon by parents of children participating in Title 1 Programs.

This policy was adopted and revised by Parker Elementary and will be in effect for the 2018-2019 school year.

Bryan Berry
Title 1 Coordinator

Chavis T. Mitchell
Principal

2019–2020 TITLE I, PART A PARENT AND FAMILY ENGAGEMENT POLICY

Houston Independent School District (HISD) will implement the following Every Student Succeeds Act requirements:

1. Conduct a meaningful consultation with parents of participating children to implement programs, activities, and procedures for the involvement of parents at all of its Title I, Part A schools.
2. Develop jointly with, agree on with, and distribute to parents of participating children the district's written Parent and Family Engagement Policy. The district will incorporate this policy into the district's plan.
3. Provide technical assistance for all of its Title I, Part A schools to develop jointly with parents the school's written Parent and Family Engagement Policy including the school-parent compact.
4. Provide the coordination, technical assistance, and other support necessary to assist its Title I, Part A schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.
5. Support its Title I, Part A schools to build the schools' and parents' capacity for active parental involvement and promoting parenting skills and family literacy to improve academic achievement.
6. Coordinate and integrate parental involvement strategies for the Title I, Part A program with parental involvement strategies under other programs when feasible.
7. Conduct with the involvement of parents, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy and its program in improving the academic quality of its Title I, Part A schools. The district will use the findings of such evaluation to design strategies for more effective parental involvement and to revise, if necessary, the parental involvement policies.
8. Identify any barriers to greater participation by parents in activities of participating children at its Title I, Part A schools with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background.
9. Ensure that all parent notifications and school reports will be in an understandable and uniform format and to the extent practicable, in a language that parents can understand.

STATEMENT OF PURPOSE

The Houston Independent School District is committed to working together with parents, students, the community and other stakeholders to improve student academic achievement. The goal of HISD is to ensure that all students graduate from high school ready to succeed in college and/or the career of their choice. The district recognizes that parents play an extremely important role as their child's first teacher and are valued partners in the educational process. As a result, parents will be included in appropriate decision-making opportunities to support student academic achievement. Partnerships with parents and the community are vital. Therefore, HISD encourages the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities. HISD wants parents to:

- Stay informed about their child's academic well-being through various forms of communication.
- Work in partnership with school staff to help their child to achieve at the highest levels.
- Communicate to their child the importance of being prepared for college and a career.

The HISD curriculum is based on the Texas Essential Knowledge and Skills (TEKS) and includes non-negotiable objectives that must be taught at every grade level. However, individual schools are held accountable for innovative instructional programs and its instructional results. Every HISD student will be



provided equal access to rigorous instruction and academic programs. HISD recognizes that some students may need additional assistance which is available through the Title I, Part A program to obtain high academic achievement.

PARENTAL INVOLVEMENT IN DEVELOPING THE POLICY

All school and district activities will promote and encourage parental involvement. The district will offer Parent Consultation Meetings to collaborate with parents and other stakeholders about the policy. Parent Consultation Meetings will consist of volunteers such as parents, guardians, Title I Campus Contacts or other campus staff members, administrators, members of the community and central office staff to update the District Parent and Family Engagement Policy. The goal is to have parent participation in the decision-making process regarding the Title I, Part A program.

CAPACITY BUILDING AND COORDINATION

The purpose of capacity building is to ensure long-term continuous parental involvement. Capacity building activities and trainings (i.e. Literacy Night, Math and Science Camp, Reading Skills and Homework Help) will be provided to parents to increase academic achievement through districtwide and campus efforts. The district will coordinate these efforts and strategies with other federal and state programs in a variety of ways.

SCHOOL-PARENT COMPACTS

A School-Parent Compact is an agreement that outlines how parents, staff, and students will share responsibility for improved academic achievement. Each school must share the responsibility with parents for high student academic performance by developing a School-Parent Compact cooperatively and collaboratively with parents.

Parents will receive the School-Parent Compact from their child's school with a list of responsibilities. Teachers, parents, and students will each have specific responsibilities for helping students achieve their goals. Student responsibilities may vary by grade level. Communication between parents and school personnel must be in the language parents understand.

The School-Parent Compact is strongly encouraged to be discussed at all school events. Per the United States Department of Education (USDE) statute, in elementary schools the School-Parent Compact shall be discussed, at least annually, at parent-teacher conferences as the compact relates to the individual child's achievement.

TYPES OF PARENTAL INVOLVEMENT

There are many ways in which parents can become involved in their child's education. HISD values contributions that take place at home, at school and in the community. Reading to children at home and talking with them at family meals are as important as volunteering at school and serving on advisory committees. Many types of parental involvement are needed in a school-home-community partnership to ensure that all children succeed. Each Title I, Part A campus is responsible for creating meaningful ways for parents to be involved in their child's education. Parents are encouraged to participate in a variety of parental involvement activities such as the Read Houston Read program, the PTA/PTO/PAC groups and serve as a campus volunteer. For the safety of all students, all volunteers are required to register through the Volunteers in Public Schools (VIPS) program.

MATCHING PROGRAMS TO THE NEEDS OF THE COMMUNITY

Each year, HISD will determine the needs of parents and children in the community through a variety of measures. This includes a districtwide Annual Consultation Meeting which is required for parents to consult in the design, planning and implementation of its Federal Programs. In collaboration with the Family and Family Engagement (FACE) Department, a variety of workshops and programs will be made available to parents to improve the involvement in their child's education and academic achievement. Parents will be notified about these opportunities through the schools. Parents may also contact the Department of External Funding or their local school office at any time to express an interest in a particular type of workshop or to make other suggestions.

STAFF-PARENT COMMUNICATION

For Title I, Part A campuses, communication with parents is important. To facilitate excellent communication between parent and school personnel, the school may utilize the following strategies: monthly newsletters, written notifications, phone calls, emails, social media engines and podcasts. Communication between parents and school personnel must be in the language parents understand. To better assist campus-parent communication, the district may provide training for school personnel on beneficial communication skills with parents.

ANNUAL MEETING FOR TITLE I, PART A PARENTS (TO BE HELD DISTRICTWIDE AND IN EACH SCHOOL)

An Annual Meeting for Title I, Part A parents will be held as a stand-alone campus meeting separate from Open House or any other school/parent meeting. The district will provide training for schools on Title I, Part A Section 1116 and best practices in conducting the Title I, Part A Annual Meetings where parents are informed on how funds are used on their campus for parental involvement activities. This Annual Meeting must be offered at times that are most convenient for parents.

EVALUATION

In collaboration with parents, HISD will conduct an Annual Consultation Meeting to review the content and effectiveness of all federal programs, and parents will be asked for their input. The district will evaluate the Title I, Part A Parent and Family Engagement Program by collecting information from parent surveys. The parent survey results will measure any increase in parental involvement and identify any barriers to effective parental participation. Annually, HISD will review and revise, as necessary, the District Parent and Family Engagement Policy on the basis of this annual review.

CONCLUSION

HISD is committed to ensuring that parents are partners in all Title I, Part A schools. "Parents as Partners" is one of the Core Values of the district's ideology and will be supported by the Title I, Part A Parent and Family Engagement Program promoted by empowering parents, principals, and school and district staff.



LOOKING FOR SCHOOL CHOICE OPTIONS?

JOIN US FOR OUR SCHOOL
CHOICE FAIRS AND START
PLANNING FOR THE 2020-2021
SCHOOL YEAR!

HISD
School

HISD
**School
Choice**
EDUCATION. YOUR
FUTURE, YOUR CHOICE.

APPLY STARTING

September 27th

THROUGH

December 6th

ONLINE AT

WWW.HISDCHOICE.COM

TO BE CONSIDERED FOR
THE LOTTERY*

FALL 2019

School Choice Fairs

September 28 9 a.m. – 12 p.m. Sterling High School

October 12 9 a.m. – 12 p.m. Washington High School

November 2 9 a.m. – 12 p.m. Sharpstown High School

November 16 9 a.m. – 12 p.m. Milby High School

Come meet with representatives from all HISD
Magnet programs as well as other schools in
your area and learn about the Magnet
application process.

*All qualified in-district
applications received
during this phase will
be entered into
lotteries or be
offered auditions.
Visit our website for
more information.



HoustonISD.org/SchoolChoice



713-556-6947



Magnet@HoustonISD.org

.....
PTO MEETING!!!

FOLLOWING 3RD - 5TH OPEN HOUSE ON SEPT 26TH,

 **7PM TO 8PM.** 

DINNER STARTS AT 6:30 & CHILDCARE PROVIDED.

WE WILL

**BE SELLING SPIRIT BEFORE
OPEN HOUSE BEGINNING**

.....
AT 5:30!

.....
PTO MEETING!!!

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HOUSTON INDEPENDENT SCHOOL DISTRICT

PRIVACY CODE: STUDENT RECORDS, RIGHTS, AND RESPONSIBILITIES

Student Records: State law requires the Houston Independent School District (HISD) to maintain an education record for each student attending its schools. These records contain identifying data pertaining to the student and may include information concerning demographics, grades, attendance, health, discipline, guidance, assessment, and appraisals.

Access to Records: In addition to HISD employees, who have a legitimate educational interest in a student's records, parents, guardians, and the student are the only persons who have access to student records maintained by the district.

Both parents—married, separated, or divorced—have access to a student's records until the student becomes 18 years of age and is no longer a dependent student under Section 152 of the Internal Revenue Code. A parent's rights to access student records may be restricted by a court order. Legal guardians have the same rights of access as parents. Parents and students may review records during regular school hours by contacting their school principal.

After the student becomes 18 and is no longer a dependent, only the student has access to his or her records. However, that student may consent to others having access.

Under certain restricted conditions, other individuals may review a student's records. These conditions include:

- Other schools to which a student is transferring.
- Specified officials for audit or evaluation purposes.
- Appropriate parties in connection with financial aid to a student.
- Accrediting organizations.
- State and local juvenile justice system authorities pursuant to state law.
- Appropriate officials in cases of health and safety emergencies.

Records may also be reviewed to comply with a judicial order or lawfully issued subpoena provided the parent and student received notice before compliance. No other persons are allowed to review a student's records without either permission of the parent or that of the student if over 18 years of age.

Challenge to Content of a Record: If a parent or a student over 18 feels that the student record contains information which is misleading, incorrect, or a violation of the privacy or other rights of the student, that person may challenge the contents of the record in an informal hearing. To initiate this procedure, contact your school principal.

Copies: A student 18 years of age or over or a parent or guardian of a student under 18 years of age requesting copies of his or her child's official district records for a purpose other than the transaction of the official business of the district shall pay 10 cents a page for each copy. A limit of three high-school transcripts will be provided free to post-secondary schools. Each additional copy will cost \$1. The Inactive Student Records Department microfilms high-school transcripts for permanent retention.

Special Education Records: The district maintains Special Education records for seven years after the last date of service and then destroys the records in accordance with state law. A "Notice of Destruction of Special Education Records" is published annually through the district's website (www.houstonisd.org) advising the parent or adult student how they may request a copy of the records before they are destroyed. It is important that the parent or adult student keep a copy of all Special Education records for use in later years.

Complaints: Parents or a student over the age of 18 have the right to file a complaint with the U.S. Department of Education concerning alleged failures of the district to comply with the provisions of the Family Education Rights and Privacy Act of 1974.

HOUSTON INDEPENDENT SCHOOL DISTRICT

PRIVACY CODE: STUDENT RECORDS, RIGHTS, AND RESPONSIBILITIES

Directory Information: Certain information about district students is considered directory information and will be released to anyone who follows the procedures for requesting the information for school-sponsored purposes.

Directory information may include the following:

- Student name
- Address
- Telephone listing
- Date and place of birth
- Photograph
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic team
- Dates of attendance
- Awards received
- Most recent previous school attended by a student

If you DO NOT want to release directory information regarding your child, please check the appropriate box on the Privacy Code Form below and return it to your child's school.

Military Recruitment/Higher Education: Public Law 107-110 requires school districts receiving assistance under the No Child Left Behind Act of 2002 to provide a military recruiter or an institution of higher education, on request, with the name, address, and telephone number of a secondary student unless the parent has advised the district that the parent does not want the student's information disclosed without the parent's prior written consent.

If you DO NOT want your child's directory information released to military recruiters or institutions of higher education without your specific, prior, written consent, check the appropriate box on the Privacy Code Form below and return it to your child's school.

PRIVACY CODE FORM

Please check all boxes below that apply.

_____ I have received the Notice of Student Rights and Responsibilities with Respect to Student Records Maintained by the Houston Independent School District.

_____ I request that Houston ISD NOT release any directory information regarding my child, except as required by law.

_____ I request that Houston ISD NOT release my child's name, address, and telephone number to a military recruiter or an institution of higher education, without my specific written approval.

Student's Name _____ Student's Date of Birth _____

Students' School _____ Student's Grade _____

Name of Parent/Guardian _____ Date: _____

Parent/Guardian Signature _____

HOUSTON INDEPENDENT SCHOOL DISTRICT

STUDENT ASSISTANCE QUESTIONNAIRE (SAQ)

All information MUST be completed by parent, school personnel or community liaison.

School _____ Date _____

Student Name _____ Date of Birth _____ HISD ID _____

Current Address _____ Grade _____ ☐ Male ☐ Female

Lives with: ☐ Both Parents, ☐ Mother, ☐ Father, ☐ Legal Guardian, ☐ Caretaker/Relative without legal guardianship, ☐ Other _____

Is the student currently in the conservatorship of the Department of Family & Protective Services (Foster Care)? ☐ Yes ☐ No relation

If Yes – name of DFPS Case Manager: _____ Contact information: _____

Was the student previously in the conservatorship of the Department of Family & Protective Services (Foster Care)? ☐ Yes ☐ No

Please complete the Current Housing Situation AND Background Situation sections below to determine McKinney-Vento eligibility:

Part A: CURRENT HOUSING SITUATION – Check the student's current housing situation

I CURRENTLY LIVE:

☐ In my own home or apartment, in Section 8 housing, HUD Subsidized Housing or in military housing with parent(s), legal guardian(s), or caregiver(s) (if you checked this box, check one or both of the boxes below, if applicable).

☐ My home has no electricity ☐ My home has no running water

OR I CURRENTLY LIVE IN A TRANSITIONAL HOUSING SITUATION:

☐ Living in a shelter ☐ Living in a motel or hotel

☐ Living with more than one family in a house or apartment (Doubled-up) due to economic hardship

Unsheltered

☐ Moving from place to place ☐ Living in a structure not usually used for housing ☐ Living in a car, park, campsite, camper, or outside

UNACCOMPANIED YOUTH ☐ Yes ☐ No (An unaccompanied youth is a student who is not in the physical custody of a parent or legal guardian. This would include students living with non-custodial relatives or friends without a parent or legal guardian.)

Part B: BACKGROUND SITUATION (If a Transitional Housing Situation is checked above - please Check ANY below that apply)

- | | |
|---|---|
| <input type="checkbox"/> Catastrophic illness / medical expenses / disability | <input type="checkbox"/> Natural disaster / evacuation |
| <input type="checkbox"/> New to Town | <input type="checkbox"/> Domestic Issue |
| <input type="checkbox"/> Loss of Employment | <input type="checkbox"/> Migrant work in fishing or agriculture |
| <input type="checkbox"/> Economic hardship/low earnings | <input type="checkbox"/> Awaiting placement in foster care / CPS custody |
| <input type="checkbox"/> Evicted/kicked out | <input type="checkbox"/> Parent(s) involved in military deployment |
| <input type="checkbox"/> House fire or other destruction | <input type="checkbox"/> Parent Incarcerated/Recently released from incarceration |

Part C: NEEDED SERVICES – based on availability (Check services needed and call 713-556-7237 to speak to an Outreach Worker)

- | | | |
|---|---|--|
| <input type="checkbox"/> Enrollment Assistance | <input type="checkbox"/> Transportation | <input type="checkbox"/> Emergency Clothing, Uniforms |
| <input type="checkbox"/> Free Lunch/Breakfast (Child Nutrition) | <input type="checkbox"/> School Supplies | <input type="checkbox"/> Personal Hygiene Items |
| <input type="checkbox"/> Immunizations | <input type="checkbox"/> Medicaid/CHIP Assistance | <input type="checkbox"/> Food Stamps (SNAP) Assistance |
| <input type="checkbox"/> Temporary Assistance for Needy Families (TANF) | <input type="checkbox"/> Other _____ | |

To the best of my knowledge this information is true and correct.

Name (PLEASE PRINT): _____ Signature _____ Phone #'s _____

School Personnel: This form is intended to address the McKinney-Vento Act U.S.C. 11435. If any "Transitional Housing Situation" is checked under "Current Housing Situation" AND the family has indicated one of the "Background Situations" (1) immediately add PEIMS Coding on the At-risk Chancery panel for At-risk reason code 12, (2) code all of the McKinney-Vento Panels on that screen (the start date should be the date the form was completed and also add the end date, and (3) Email forms to HomelessEducation@houstonisd.org. If information is missing, please follow-up with the parent/guardian/school personnel who completed the form to make sure each section is completed, as needed.