



Port Houston Elementary School

One Year, One Path-Learn, Grow, Achieve ♦ Houston I.S.D.



1800 McCarty St. ♦ Houston, TX 77029

Jenn Martinez, Principal
713-671-3890 ♦ Fax: 713-671-3893

Parent and Family Involvement Policy

2024-2025 School Year

Introduction

For students to demonstrate academic success and achievement, parents, guardians, and all stakeholders must actively participate in the educational process. Port Houston Elementary School has developed this policy to describe how we involve parents and other stakeholders in the development of the policy and the School-Parent compact. Our goal is to help parents and guardians support their children to achieve academic success in school and ensure that parents with limited English proficiency or disabilities can actively participate in their children's education. This policy was developed with the assistance and approval of parents of children participating in the Title I program.

Title I regulations require each Title I school to jointly develop and distribute to parents of participating children a written parental involvement policy agreed upon by parents that describes the requirements set forth in Title I law.

A. PARTICIPATION IN THE POLICY

1. Annual Title I Meeting

Port Houston Elementary School holds an annual Title I meeting each school year to review with parents the school's participation in the Title I program. During this meeting, the principal will explain Title I requirements, parents' right to participate, and will provide an update on school testing data, adequate yearly progress, and the school's improvement plan.

2. Flexible Meeting and Support Times

Parents are invited to participate in various meetings and activities throughout the school year, both in person and virtually. Meetings are scheduled at different times (morning, afternoon and evening) to accommodate different schedules. For parents who face difficulties in attending, such as transportation or child care issues, the school offers assistance, including transportation, child care services, or even home visits as needed. In addition to our annual Title I meeting, Port Houston Elementary School also hosts an Open House each September, giving parents the opportunity to visit classrooms, learn about grade level expectations, and meet teachers. Formal training sessions and workshops are held throughout the year on topics such as academic support and resources, based on parent feedback.



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Additionally, parents will be invited to participate in at least two parent-teacher conferences each year, where they will be able to discuss their child's progress and collaborate on improvement strategies. Teachers will be available at various times to accommodate working parents.

3. Participation in Policy Planning and Review

Parents are invited to actively participate in the planning, review and improvement of school programs, including the school improvement plan and the Family Engagement Policy. Parents will have the opportunity to provide feedback and suggest improvements during the annual review meetings.

B. SHARED RESPONSIBILITIES FOR HIGH ACADEMIC PERFORMANCE

1. Provision of Information on School Standards and Student Progress

Port Houston Elementary School will provide parents with information about academic standards, state and local assessments, and how to monitor their child's progress. Parents will be informed about the school's educational goals and the steps being taken to improve student achievement.

2. Materials and Training for Parental Support

The school will offer training and materials to help parents support their children's academic success. This includes literacy training, workshops on using technology to support learning, and other resources for parent engagement.

3. Staff Training for Parental Engagement

Teachers, counselors, principals and other staff members will receive professional development on how to effectively interact with parents. This includes training on the value of parent involvement, how to communicate with parents as equal partners, and how to build strong home-school relationships.

4. Coordination with Early Learning and Community Programs

Port Houston Elementary School works to integrate parent involvement programs with community-based early learning programs. Our campus offers a variety of parent engagement opportunities throughout the year, especially for parents with young children in Pre-K programs.

5. Accessibility to Information

To ensure that all parents, including those with limited English proficiency or disabilities, have access to important information, Port Houston Elementary School sends school notices in English and Spanish. Additionally, the school will provide other accommodations as needed, such as document translations or interpreters for parent meetings and conferences.



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C. BUILDING CAPACITY FOR PARTICIPATION

1. Opportunities for Parents of Students with Disabilities, Limited English Proficiency, and Migrant Families

We ensure that parents of all students, whether they have limited English proficiency, disabilities, or are part of migrant families, are fully included in the educational process. For parents who need additional support, we offer translated documents, interpreter services at meetings, and accessibility accommodations for school events. Additionally, we will actively collaborate with community partners to support families and ensure they have every opportunity to participate in their children's education.

2. Facilitation of Communication and Participation

Port Houston Elementary School is committed to fostering an environment where all parents feel welcome and supported in their participation in the school community. This includes ensuring that school communication is clear and accessible to all. If a parent requires specific assistance, whether related to language or a disability, we will do our best to provide the necessary support to ensure their participation.

Conclusion

At Port Houston Elementary School, we believe that strong family-school partnerships are critical to the academic success of our students. This Parent and Family Engagement Policy outlines the ways in which parents and guardians can be involved in their children's education, helping to create a thriving learning community. We encourage all parents and guardians to take an active role in their child's academic journey, knowing that their participation directly contributes to the success of our students and school.

If you have any questions or need more information, please contact the school at:

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1800 McCarty St.

Houston, TX 77029

Telephone: (713)671-3890

Principal: Jenn Martinez