



**HOUSTON INDEPENDENT SCHOOL DISTRICT**  
Fonwood Early Childhood Center  
9709 Mesa Drive, Houston, TX, 77078

## **Fonwood Early Childhood Center Parent Engagement Policy**

2023-2024

Ms. Shanedra Burkhalter, Principal  
Revised 9-04-2023

Fonwood Early Childhood Center jointly developed this parental involvement policy in consultation with school personnel, community members, and parents and adopted it on September 04, 2023. This policy will be distributed to all parents on September 22, 2023. This policy will be made available to the local community by posting it on the Fonwood Early Childhood Center School web page.

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### **PART I. GENERAL EXPECTATIONS**

Fonwood Early Childhood Center agrees to implement the following statutory requirements:

- Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Fonwood Early Childhood Center will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.
- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.

- If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to Houston Independent School District.
- The school will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the 1 percent reserved goes directly to the schools.
- The school will build its own and the parent’s capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.
- The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) that parents play an integral role in assisting their child’s learning;
- (B) that parents are encouraged to be actively involved in their child’s education at school;
- (C) that parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

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**PART II. DESCRIPTION OF HOW SCHOOLS WILL  
IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT  
POLICY COMPONENTS**

1. Fonwood Early Childhood Center will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:

- a) Advertise meeting PAC Meetings for collaborative creation of school parental involvement plan through various mediums (school newsletters, school website, call outs, etc.)
- b) The PAC Committee will work jointly with school staff to develop the School Parental Involvement Policy.

2. Fonwood Early Childhood Center will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

- a) Hold meetings with parents/guardians serving on the Title I PAC Committee.
- b) Review reports and various indicators to gauge campus improvement, determine effectiveness of programs utilized, and generate a plan for continuing progress

3. Fonwood Early Childhood Center will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting, and will encourage them to attend, by:

- a) Advertising Open House through various mediums
- b) Presenting Title I information at Open House
- c) Have Title I Parent Volunteer sign-up sheet
- d) Hold monthly PAC Committee meetings to discuss Title I & parent involvement

4. Fonwood Early Childhood Center will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

- a) On December 14, 2022, Parents will receive a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students to meet.
- b) Documents will be posted on the school webpage for parents and community members to review.

5. Fonwood Early Childhood Center will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

- a) Presenting parent/guardian suggestions and concerns to staff and administration

b) Holding meetings to develop a plan of action and to check success of implementation

6. Fonwood Early Childhood Center will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

- a) During Family Academic Mentors Engage meetings teachers will provide parents with individual student reports about the performance of their child on the state assessment in all subject areas. Family Academic Mentors Engage meeting are held three times throughout the school year.

7. Fonwood Early Childhood Center will provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:

8. Fonwood Early Childhood Center will provide assistance to parents of children served by the school, as appropriate, in understanding the following topics:

- a) the state's academic content standards,
- b) the state's student academic achievement standards,
- c) the state and local academic assessments including alternate assessments,
- d) the requirements of Part A,
- e) how to monitor their child's progress, and
- f) how to work with educators:

9. Fonwood Early Childhood Center will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:

- a) During Academic Parent Teacher Meeting parents will be provided with literacy and mathematics materials to work with their child at home to improve their children's academic achievement.

10. Fonwood Early Childhood Center will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- a) Fonwood Early Childhood will work closely with the Houston Independent School District Family Engagement Department to implement the Family Friendly School Program to educate its teachers, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners.

11. Fonwood Early Childhood Center will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- a) Fonwood Early Childhood Center will work closely with its onsite Head Start program to integrate parental involvement programs.

12. Fonwood Early Childhood Center will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- a) Fonwood Early Childhood will provide weekly newsletters that include information related to the school and parent-programs, meetings, and other activities in the language of the parent.

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### **PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
2. providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
3. paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
4. training parents to enhance the involvement of other parents;
5. arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
6. adopting and implementing model approaches to improving parental involvement;
7. establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;

8. developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

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## **PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the PAC Committee meeting agenda and meeting notes.

This policy was adopted by the **Houston Independent School District** on **September 5, 2022** and will be in effect for the 2023-2024 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before **September 29, 2023**.

Ms. Shanedra Burkhalter, Principal  
2023-2024