

Matthew W. Dogan Elementary School, Houston ISD

4202 Liberty Rd. Houston, TX 77026

713-671-4110

Principal: Rim Mohamed

Assistant Principal: Jennifer Smith

**Dogan Parent and Family Engagement Policy  
School Parent and Family Engagement Policy ESSA Section 1116  
2022-2023**

Dogan Elementary shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of ESSA Section 1116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Section 1116 (b)(1) & (e)(5)

Dogan Elementary will convene an annual parent meeting offered during various times to accommodate parents, to which all parents of participating children shall be invite and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved. The annual parent meeting is to allow parents the opportunity to review and revise the current PFE policy via campus survey. Once the policy is reviewed and updated it will be distributed and explained to parents. Dogan will distribute the revised policy via written communication in both English/Spanish and posting to school website under the Title I tab.

Section 1116 (c) (1)

Dogan Elementary shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare or home visits, as such services relate to parental involvement.

Section 1116 (c)(2)

Dogan Elementary shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) (Campus Improvement Plan), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children.

Section 1116 (c)(3)

Dogan Elementary shall provide parents of participating children—

- (A) timely information about programs under this part.
- (B) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and
- (C) if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.

Section 1116 (c)(4)

If the schoolwide program plan (Campus Improvement Plan, CIP) under section 1114(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Section 1116 (c)(5)

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, Dogan Elementary shall: Section 1116 (e)

(i) provide assistance to parents of children served by the school, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor your child's progress and work with educators to improve the achievement of their children.

Section 1116 (e)(1)

(ii) provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement.

Section 1116 (e)(2)

(iii) educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.

Section 1116 (e)(3)



(iv)to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Section 1116 (e)(4)

(v)provide such other reasonable support for parental involvement activities as parents may request.

Section 1116 (e)(14)

1. Dogan Elementary will review the Parent and Family Engagement Policy with parents, family members, and the community during a morning and afternoon meeting. The Parent and Family Engagement Policy will be reviewed on a yearly basis and revised if deemed necessary based on the needs of the campus. Parents and family members are encouraged to participate in the writing process of the Parent and Family Engagement Policy. Parents are given the opportunity to participate in the writing process during the development by use of parent surveys, reviewing, revising, and agreeing upon the Parent and Family Engagement Policy.
2. Dogan Elementary will convene four annual Title 1 meetings in the Fall of 2022 and four in the Spring of 2023. Two of the Fall 2022 meetings will convene in the morning during school hours and two meetings will convene in the evening to allow all parents the opportunity to attend. The morning meeting will contain the same information as the evening meeting as a TEA requirement. Two of the Spring 2022 meetings will convene in the morning during school hours and two will convene in the evening to allow all parents the opportunity to attend. Due to the Covid-19 epidemic and the need to take all necessary steps to protect the health of District students and personnel and the community at large some meeting may be offered virtually through Microsoft Teams and others face-to-face at school. Parents will be notified of the Title I meetings through:
  - ClassDojo
  - Flyers
  - Marque
3. Dogan Elementary shall allow parents to participate in developing the PFE program and activities during Title I part A meetings, SDMC meetings, and other parent meetings. At which Parent and Family Engagement Policy will be reviewed and revised for the current school year and revisit on a yearly basis to meet the needs of the campus. The parents' role when developing the School Improvement Plan (SIP) is instrumental in allowing input from the parents and community. Parental and community involvement will allow adequate representation of all student demographic populations represented on campus, including parents of migrant students and/or parents of special education students. Parents will receive the following notifications in a timely manner:
  - Title I status
  - Teacher and Paraprofessional Qualifications
  - Explanation of HISD Curriculum

- Dogan School Parent Compact Form
4. Dogan Elementary at the request of parents will provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions about the academic progress and education of their children. The curriculum and assessment components will be discussed with parents during the Title I meetings. Campus data will be shared with parents when data is available after district assessments and interim assessments. Individual student's data will be shared with parents during parent conferences. Dogan Elementary will have the following opportunities for parents to meet with teachers and receive information regarding student progress such as:
    - Parent Conferences
    - Open House
    - Parent Meetings
    - Progress Reports
  5. Dogan Elementary will explain the SIP to parents during Coffee with the Principal, Title I meetings, and other parent meetings as deemed necessary. If parents have feedback or concerns that are not satisfied with the SIP those comments will be directed to the principal who will present them to the LEA office.
  6. Dogan Elementary will provide assistance to parents of children served by the school, regarding topics such as State academic standards, State and local academic assessments, and how to monitor their child's progress and work with educators to improve student achievement. Dogan will also provide material and trainings to help parents work with their children to improve academic achievement. Resources include:
    - Parent Classes
    - Wraparound Specialist Services
    - Literacy, Math and Science Night
    - Parent Conferences
    - Newsletter
    - PowerSchool Parent Portal
    - Parent Engagement night
  7. Dogan Elementary will conduct monthly PLCs to educate teachers, instructional support personnel, principals, and other school leaders with the assistance of parents on how to reach out to, communicate with, and work with parents as equal partners to build strong ties between the parents and the school. Activities to help bridge the gap between parents and school include:
    - Coffee with the Principal
    - Literacy Night
    - Parent Conferences
    - Newsletter
    - Title I Meetings

- Twitter
  - ClassDojo
8. Dogan Elementary to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs that encourage and support parents in more fully participating in the education of their children. These programs and activities include:
- Parent Conferences
  - Newsletters
  - School Website
  - Literacy, Math and Science Night
  - Coffee with the Principal
  - Title I Meetings
  - Parent Classes
9. Dogan Elementary will provide other programs and services to parents that are frequently requested by parents and families that are deemed necessary for the empowerment of parents. The programs could include:
- Parenting Classes
  - English Classes
  - Technology Classes
  - Access to Computers

Although ESSA statute does not require the School Parent and Family Engagement Policy to be approved by the school board, the LEA may require Board adoption. Refer to your "policy or policies" and follow the more restrictive requirement.

If required... This policy was approved by Erica Edmonson on September 30, 2022.

Signed by Authorized Official: *Erica Edmonson*

Date: 09/30/2022