



HERBERT A. DERFELT ELEMENTARY SCHOOL

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Herbert A. Derfelt Elementary School 2019 - 2020 Parent and Family Engagement Policy

This policy has been jointly developed and agreed upon by the Herbert A. Derfelt Elementary School staff and parents of students served in the school pursuant to Title I.

Herbert A. Derfelt Elementary School will convene an annual meeting each year to review the Title I Budget and evaluate this Parent and Family Engagement Policy (P.F.E.P). Two meetings were held to accommodate parent's schedules. The first meeting was held August 29, 2019 at 4:30pm and the second meeting was held on September 17, 2019 at 2:21pm. The P.F.E.P is distributed to all students upon their registration; it is sent home with students during the first week of school; and it is posted on the school website. The Parent Family Engagement Policy will also be shared at a September community meeting and at the September Partners Of Derfelt (POD) meeting.

The school's Parent and Family Engagement Policy, developed by staff and parents, will be distributed in an understandable and uniform format and to the extent practicable, in a language parents can understand. The Parent and Family Engagement Policy will also be made available to the community in English and Spanish. The P.F.E.P is distributed to students and families at the time of registration, in the Back to School Newsletter that is sent home with students, and it is posted on the school website. Parents are encouraged to provide feedback and suggestions for refinement of the P.F.E.P. Suggestions are compiled throughout the school year then discussed at the annual meeting for review of the P.F.E.P. The district wide survey is shared via website. In order to increase participation in the District Survey, we continue to have all 4th and 5th grade students take the surveys via Chrome Books or Computer Lab. Derfelt's conclusion regarding the District Survey results saw a need to increase parent participation regarding District Survey. A Parent Link message was sent out along with the link and directions to complete survey. Also, during Parent Teacher Student Conferences computers were provided in the hallways. The goal is to provide parents the opportunity to complete the survey prior to parent conferences. District Survey results were shared at a School Organization Team Meeting and a Partners of Derfelt Meeting.

Herbert A. Derfelt Elementary School will involve parents and family in an organized, ongoing and timely way in the planning, review and improvement of Title I programs, school performance plan and parent involvement policy.

The Educational Involvement Accords are integrated into the registration process through Infinite Campus. Parents must review Accords prior to completing their child's registration. Through Infinite Campus, administrators and teachers have access to the Accords whenever needed for parent/student conferences or other occasions. Office staff members monitor compliance level by conducting Queries on Infinite Campus.

Parent Involvement in Academic Achievement of Students

A. Administration and staff will

1. Provide assistance to parents in understanding curriculum content and expectations from the Nevada Academic Content Standards, formative assessments and reports from MAPS and other assessments to be determined. All parents will have access to monitor their student's academic progress through Infinite Campus, Parent Student Teacher Academic Planning Time (PSTAPT) conferences on November 15, 2019, and semester report cards.

2. We will provide instruction based on the Nevada Academic Content Standards. Standards are delivered during instructional blocks that incorporate specific time for intervention based on each student's level of proficiency. Classroom teachers will provide specific remediation for all students who do not demonstrate mastery. Humanities, Music, Library, and P.E. Specialists will collaborate with grade levels to provide enrichment that is arts infused and exciting for students. Instruction will be delivered through technology, (Smartboards, Chromebooks, and Elmos), to promote higher levels of student engagement and interaction with instructional materials. All standards for each grade level will be posted on the school website for the current instructional period. Parents and students can access those standards in a web based format through a variety of academic content links on the school website. Standards based skills practice and enrichment for Language Arts and Mathematics can be performed from any computer station. We will make computers available daily to parents and students before school hours.

3. Herbert A. Derfelt Elementary offers many opportunities for parents to volunteer and be involved in school activities:

- POD Partners of Derfelt meetings held the second Tuesday of each month to build effective communication between the school and parents.
- Family Academic Nights for Data Review, Language Arts, Math & Science, and Fine Arts.
- Volunteers in classrooms and grade levels to facilitate 1 to 1 reading or fluency tracking.
- Volunteers in classrooms and grade levels to facilitate 1 to 1 math facts practice or fact fluency tracking.
- Recess and lunch volunteers to assist with unstructured social interaction times.
- Chaperones for field trips.

B. In order to foster parental involvement the administration and staff of Herbert A. Derfelt will provide materials and training, at afterhours academic events held throughout the school year, to help parents work with their children to improve the student's achievement in literacy, mathematics, science, and technology. "Make-and-Take" activities at trainings give parents access to flash cards, books, and skill practice games. The school will also provide access to educational resources for parents to use together with their children.

C. With regard to professional development, the administration will with the assistance of parents, educate teachers, pupil service personnel, principals and other staff in:

- The value and utility of contributions of parents.
- Cultural Diversity training and professional development that aligns with district objectives.

- How to reach out to, communicate with, and work with parents as equal partners.
- Staff trained in utilization of Parent Contact Log through Infinite Campus.
- Implementing and coordinating parent programs
- Building ties between parents and the school.

D. Ensure that all information related to school and parent programs, meetings and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. Monthly calendars, Parent link messages, website where feasible documents are translated to Spanish. Notes home are used to announce important dates as needed. Office staff and teachers use google translate and other apps to communicate in various languages.

E. Coordination with other programs

The administration will: As part of CCSD, Derfelt supports all Federal, State, and Local programs mandated. The staff of Herbert A. Derfelt will work with community sponsors, Target, Vons, Barnes & Noble, Traders Joes, Sam's Club, Costco, and Station Casinos to secure resources for events and activities that support parents in more fully participating in the education of their children. We will also support parents and families through the Weekend Backpack food program from Three Square and by providing a Community Agency Referral Packet to parents in need of assistance. Parenting classes (through Boys Town) will be offered along with periodic meetings.

F. Provide reasonable support for parental involvement activities as parents may request, (i.e., child care during meetings, parent comment or suggestion sheets). A Safe Care Professional was added to our staff to increase parent engagement and communication. Also, a counseling referral system was developed to assist students and families with community supports. The school counselor and Safe Care Professional access support from FACES to assist with a multitude of assistance including translators for parent meetings. Many teachers use Dojo to form ongoing communication with parents. Derfelt continues to foster an open door policy to promote family engagement.