

Policy number 06.12

Family and Community Engagement Policy

Purpose:

Caverna Elementary School recognizes our students' families and our local community as essential partners in helping each student succeed as leaders. We synergize in order to establish a win-win environment. We commit ourselves to:

1. Sharing clear information about each child's progress and proactive behavior with the child's family.
2. Offering practical suggestions to families on how they can support student learning at home and teach them to begin with the end in mind.
3. Synergizing with parents and community members in our decision-making.
4. Seeking first to understand and supporting adult volunteers to work with and inspire our students.

Procedure:

Information on student progress

Teachers will provide each student's family with:

1. A written report on the student's progress every nine weeks.
2. An invitation to meet and discuss the child's progress.
3. An opportunity for the student to participate in sharing information on his/her progress through student-led conferences using their data notebooks and/or any other progress monitoring with the parents.
4. The email address and telephone number they can use to communicate with their child's teacher.

Home support for student learning

Our principal and teachers will:

1. Assign homework compatible with our instruction policy.
2. Send home newsletters throughout the year that information on constructive family practices.
3. Support Parent-Teacher Organization (PTO).

Our family resource center will:

1. Survey families every other year to learn what services and activities would most help them support their child.
2. Offer a well-planned, well-publicized set of programs to meet those needs.
3. Send monthly newsletters home.
4. Help students with career options.

5. Be involved with parent nights, including: PTO, Family Reading, Kindergarten registration, etc.

Our parents will:

1. Be an active participant in parent-teacher communication and conferences.
2. Keep contact information up to date.
3. Actively participate in teacher websites and classroom behavior management systems, for example: classroom behavior charts, DOJO, etc.

Decision Making

We invite concerned adults throughout our community to join in our decision-making by:

1. Being nominated as a Site-Base Decision Making (SBDM) committee member.
2. Actively participating in council or committee meetings.
3. Commenting on draft policies and plans as they are made available.
4. Participating in surveys, input meetings, and other opportunities to define school needs and develop solutions.

Volunteers

We invite concerned members of our community, including parents, to volunteer to help our students in the following capacities:

1. Tutoring.
2. Assisting with classroom activities.
3. Preparing materials.

Evaluation:

Annually, the SBDM Council will review the policy and timeline and make necessary changes so CES can meet the needs of all students by putting them first.

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