Westhaven Elementary School

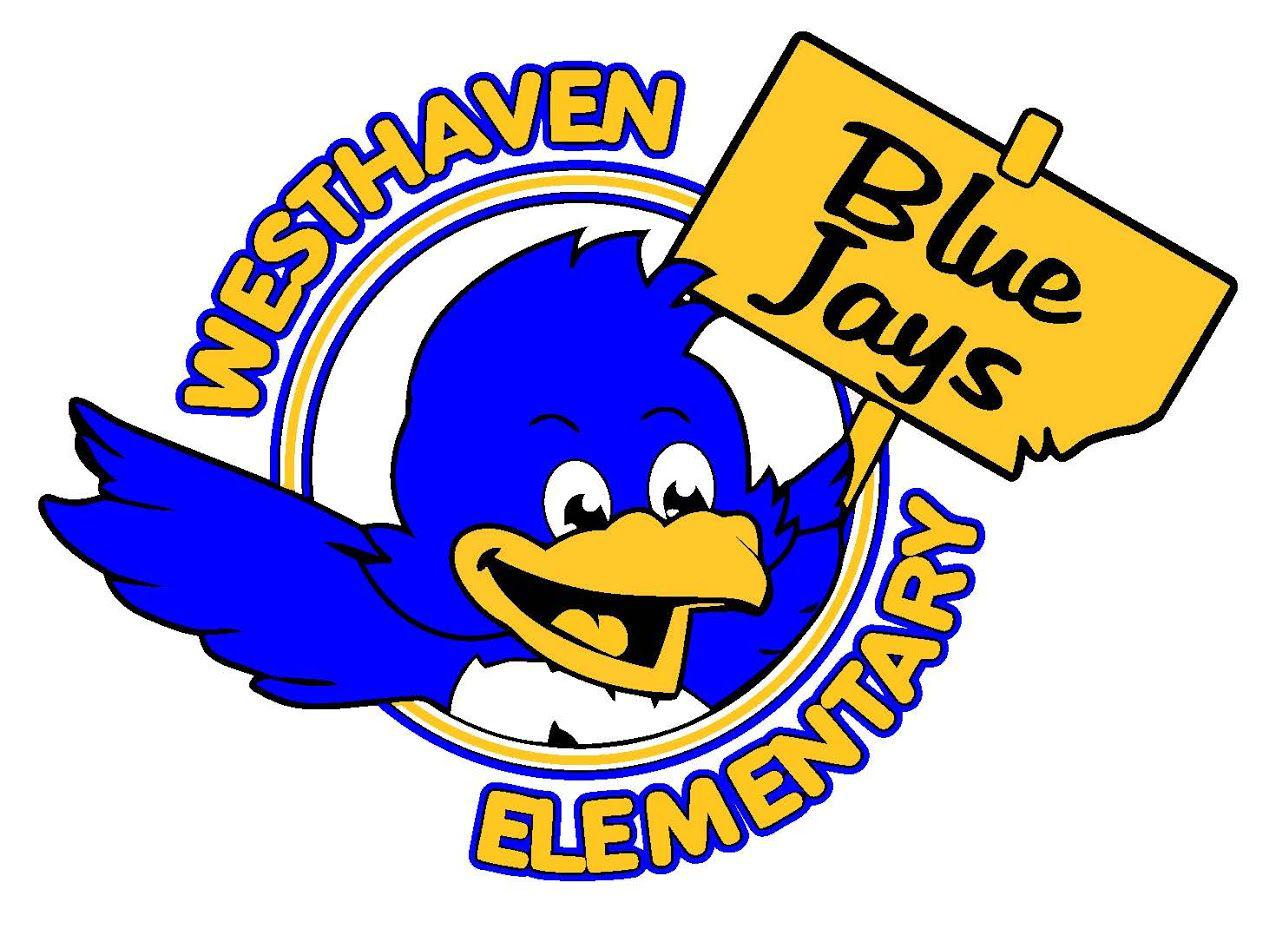
Parent Engagement Policy 2019 - 2020

Learning for students takes place at school, at home, and throughout the community. At Westhaven Elementary School, we believe that the school has a responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I to meet and exceed the State’s student performance standards. The strengths and contributions of families and communities are highly valued. Parent involvement is key to the success of students.

Parents and the community are integrated into the school program through their involvement in the governance structure, volunteering, PTA programs, and voice in shared decision-making. There is a shared vision and high expectations for student learning and achievement. Working together provides a clearer sense of direction and unity of purpose, as well as providing opportunities to exchange ideas and viewpoints.

  We have involved parents in the planning, review, and improvement of the comprehensive school wide program plan by involving parents in the PTA Executive Board. A Title I Parent Involvement Committee will meet bi-annually to discuss, review, and implement changes as needed to the Parent Involvement Policy and Plan.

The Parent Involvement Policy and the Parent Involvement Plan will be available on the school’s website and a parent informational session will be held in the fall to review the plan and discuss concerns with parents. A copy of the School Improvement Plan is available in the office for review by parents.



**The goal of Parent Involvement at Westhaven Elementary School is to include parents as active participants in their children’s educational experience and academic success. Parent Involvement initiatives are carefully planned to communicate with parents on a consistent, regular basis to involve parents in student instruction and achievement, and to involve parents in school wide governance and decision making.**

●        Parent-Child Enrichment Opportunities, Parent Trainings, and Parent Meetings:

Parent Involvement Opportunities are scheduled throughout the school year using a

flexible schedule with funds provided under Title I.

●        Annual Meeting: An annual meeting will be held in September, to which all

parents shall be invited and encouraged to attend. The purpose of the meeting is to

inform parents of their school’s and district’s participation under Title I and to explain

Title I requirements, and the right to be involved. Additionally, the results of the

annual school review are discussed, including the school’s overall performance on

state mandated assessments according to VDOE. The following areas to be

addressed at the annual meeting include:

1.      National Education Goals

2.      State’s content standards and student performance standards

3.      School improvement

4.      Components of a school wide plan

5.      State and local assessments

6.      Requirements of Title I, Part A

7.      Ways parents can monitor their children’s progress and work with educators to

improve the performance of their children.

8.      Ways parents can participate in decisions relating to the education of their children.

●       Title I Parent Involvement Committee: This committee consists of the school

principal, teachers, parents, and community members to represent the diverse

population of students within the school. This committee meets quarterly and

periodically reviews and implements changes as needed to the school Parent

Involvement Policy and Plan. This council is involved in the joint development and

evaluation of the school-parent compact that outlines how the school and the

parents will be responsible for supporting student learning. This committee will also

work with parents to evaluate the effectiveness of the parent involvement initiatives

as a measure of performance evaluations of the school.

●        Coordinate and Integrate Parent Involvement with other programs: We will

coordinate and integrate our parent involvement efforts with Family Systems,as well

as community-based organizations and businesses.

●        Ongoing communication between school and parents: We will address the

importance of parent-teacher communication via parent conferences, frequent

reports on children’s progress, and by providing access to staff and opportunities to

volunteer and participate in school activities. The Title I Parent Involvement Policy

and Plan will be distributed to all parents at the beginning of the school year for

their review and input. Additional opportunities for Parent Involvement and Parent-

Teacher Communication are listed below.

**Parent Involvement Plan and Strategies to Support the   
Title I Parent Involvement Policy**

1.      Open House: Each year, the staff of Westhaven Elementary School

welcomes new and returning parents to the school for an open house. The event is

traditionally held prior to the beginning of school and is a valuable opportunity for

parents to tour the school, meet the teachers, and ask questions about the

expectations for the school year. Information is also given regarding school-related

programs and volunteer opportunities for parents.

2.      SOL Family/Benchmark Nights: Academic nights, focusing on a variety of topics, are

held throughout the year. These events provide parents with valuable information

regarding the school’s curriculum and how they can support student achievement at

home. Large and small group opportunities are provided to encourage parents to

explore the curriculum with their children and to ask questions. Academic nights

and other parent meetings will be held at various times and locations. The principal

and administration will provide timely responses to parent suggestions provided at

these meetings.

3.      PTA Executive Board: Our PTA Executive Board consists of members who are

representatives of our school. They provide advice, recommendations, and assistance.

These representatives attend meetings and share ideas for school improvement,

provide support for teachers and administrators, and are a part of the decision-

making process.

4.      School Leadership Team: Our school leadership team consists of representatives

from all grade levels, support personnel, and administration. Portions of our

leadership team are parents. This committee serves as a decision-making team for

the school and works to plan for curriculum implementation and evaluation, to

evaluate student achievement and performance, and to plan for school

improvement.

5.      Parent Meetings: The principal shares pertinent information with parents regarding

upcoming events and decisions at meetings. Parents are notified of meetings by

social media, phone, and newsletters. The meetings provide parents the opportunity

to discuss questions and concerns with the principal. The principal and

administration will provide timely responses to parent suggestions provided at these

meetings. The principal is also available for meetings concerning private issues.

6.      Parent Conferences: Parent conferences are scheduled on a regular basis before,

during, and after school hours. Teachers keep a record of parent conferences held

throughout the year and encourage all parents to attend. To ensure that all parents

are included in parent conferences, individual student assessment results and

interpretation of these results, as well as a description and explanation of the

school’s curriculum are provided at these parent-teacher conferences.

7.      Parent-School Compacts: Parents are asked to set goals for themselves in

participating in their child’s education. These goals are listed along with the teacher

and administrative/instruction team in a compact for all students.

8.      Counselor: The counselor is available to assist parents with specific concerns.

Resources are also available to assist parents and students with specific concerns

including difficulties with school, problems with peers, anger, and grief. Parenting

resources such as books and periodicals are also available.

9.   Volunteer Program: Parents may volunteer at our school in a variety of ways. Please

contact the principal for more information.

10.   Staff Development: Westhaven staff will work together to educate teachers

and other staff, in the value and utility of contributions of parents, and how to reach

out to, communicate with, and work with parents as equal partners, implement and

coordinate parent programs, and build ties between home and school.

**Communication between School and Parents on an Ongoing Basis**

1.      Calendar: A monthly calendar is sent to parents. This calendar contains information

for parents regarding upcoming events, student success, and tips for helping students achieve.

2.     Parent Phone Calling System: Important information for parents is communicated on

a regular basis via a mass calling system. This system allows the school

administration to contact parents via telephone regarding upcoming events and

important announcements.

3.     Agendas: All students in grades 2-6 receive a daily agenda which is to be signed

daily by teachers and each night by parents. These agendas provide an opportunity

for parents and teachers to communicate on a daily basis regarding expectations for

students, student progress, and concerns.

4.     School Website: Our school website provides pertinent information for parents and

community members. Parent links include information regarding student

achievement, school improvement, the school lunch menu, and upcoming events.

<https://schoolquality.virginia.gov/schools/westhaven-elementary>

5.      Power School is the district student information website that provides parents with

information regarding their child’s attendance and a variety of other factors

concerning academic performance.

**Parent Rights**

● Parents have the right to receive information on how they can support their

children’s learning at home.

●        Parents have the right to have their children’s performance and report cards clearly

explained during parent-teacher conferences and in other school meetings.

●        Parents have the right to express their opinions, register their concerns, and have them

addressed in a timely manner by the appropriate school personnel.

●        Parents have the right to be provided with opportunities for their involvement in the school

community through parent-teacher conference days and student-parent days.

●        Parents have the right to be given reasonable access to the school building.

Parents have the right to observe their child in class.

●        Parents have the right to know that the school will maintain up-to-date emergency

contact and health information.

●        Parents have the right to receive information about the school’s policies and

procedures and have access to their children’s records.

**Parent Responsibilities**

●        Parents will support efforts to raise student achievement and will participate in

ongoing two-way communication with the school to ensure early identification of

student needs.

●      After teacher notification, parents will follow up with the school or teacher, if such

follow up is needed, and attend scheduled meetings, make phone calls, email or

notes to maintain contact.

●       Parents will participate in discussions and decisions relating to the education of

their children with appropriate school personnel.

●       Parents will learn about opportunities for parental involvement at school and at the

district level and get involved, if at all possible.

●      Parents will know and follow school procedures for parent access to the school

building.

●      Parents are to encourage their children to resolve conflicts in a respectful and

positive manner. Parents will encourage students to report problems to their

teachers and administration.

●      Parents are required to provide the school with current a) family address &

telephone numbers; b) accurate emergency contacts and c) health information.

●      Parents will be familiar with the school calendar, school safety plan, discipline code, and

will discuss these topics with their children.

**Student Responsibilities**

●      Students will study for examinations, do homework and other assignments.

●    Students will listen to and talk with their parents and teachers about their

performance and progress.

●       Students will talk to their families about what they are learning and doing in school.

●        Students will know and follow school procedures for access to the school building.

●        Students will strive to resolve conflicts in a positive and respectful manner and seek

help from teachers and the administration when needed.

●        Students will transmit any necessary correspondence to and from school personnel

and parents.

●        Students will be familiar with the school calendar, school safety plan, discipline

code, and will discuss these topics with their parents. Students will follow school

discipline code on the bus, at school and at extra-curricular events.

**School Responsibilities**

●       The school will provide information and tools to parents so they can help their

children to achieve academic and social progress.

●        The school will provide opportunities for parents to discuss student achievement as

reported on report cards and/or during parent-teacher conferences.

●        The school will be responsive to parents’ questions and concerns in a timely

manner. The school will provide information to parents on the complaint processes

available to them. Parents will receive a welcoming environment for all concerns.

●        The school will offer specific opportunities for parent involvement, make them

readily available and provide a welcoming environment for all parents.

●        The school will communicate school procedures and policies for parent access to

the school building and to their children’s records.

●        The school will maintain up-to-date emergency contact and health information.

●        The school will provide to parents a clear description and explanation of the school

calendar, school safety plan, the discipline code and the parent-school

communication plan.

**Westhaven Elementary School**

**Parental Engagement Policy Council**

Patrick O’Neal, Principal

Patrizia Grigsby, Assistant Principal

Mellissa Asencio, (PTA President)

Mellisa (Missy) Paitsel, (PTA Vice-President)

Darnisha Vincent, (PTA Secretary)

Kelly Abad, Parent (PTA Treasurer)

Shai Haynes, Parent Engagement Liaison

Kiera Hightower, Parent