



# Kirbyville Elementary School

## Parent and Family Engagement Policy

The Mission of Kirbyville CISD is to engage all students in a high quality education so that they may become responsible productive citizens in a global society.

The Mission of Kirbyville Elementary School:

With whatever we have, with whatever it takes, today we change tomorrow.

### Communication and Parental Involvement

- Create a positive and parent-friendly environment on all campuses.
- Each campus will provide attendance requirements to parents in the campus handbook.
- Maintain and update campus/district websites throughout the academic year to provide parents, students, community with current information.
- Continue to provide training and equipment in order to facilitate effective communication, such as Skyward, and other technology integration including web pages and grade information.
- Utilize the automated phone call-out system to communicate mass messages to parents at the district or campus level.
- Promote parent contact by personal phone calls, live conferences, and emails as appropriate.
- Ensure methods of communicating important information to parents without access to email or internet.
- Provide district-wide communications in native languages of the clientele whenever necessary.
- Provide an interpreter for District meetings whenever necessary.
- Provide an annual survey to District stakeholders to evaluate the effectiveness of communication and client relations at the campus and district levels.
- Implement a program to screen and encourage volunteers at KES
- Provide opportunities during extended hours for parents who work during the day to be involved.
- Annually update and post the Parent and Family Engagement Policy to parents and staff

### **Student Support**

- KES will maintain a Response to Intervention (RTI) Team to provide intervention/strategies to address academic and/or behavioral concerns.
- Provide programs and/or classes to meet the needs and interests of all students.
- Pursue and maintain partnerships among positive community resources to help in campus wide student programs.
- Clearly communicate high expectations for discipline and student achievement.
- Communicate course content and grading expectations to parents for every grade level/class.

### **Safe and Drug-Free Schools**

- Provide emergency management training for all staff members.
- Conduct and review a safety and security site survey of each campus in conjunction with the various safety drills on each campus, including severe weather drills, fire drills, lock down drills, and other crisis management drills.
- Maintain, review and revise a campus Emergency Procedures Guide on an as-needed basis.
- Provide time-out and restraint training-CPI
- Ensure an effective emergency communication system among staff at each campus.
- Continue to evaluate campus security devices such as cameras, access control, fire alarms, visitor management systems, and portable radios, and upgrade as needed.
- Provide materials for prevention of drugs, alcohol, violence, physical or verbal aggression.
- Provide parent and student information for prevention of and education concerning physical or verbal aggression, sexual harassment, and other forms of bullying.
- Protect students from computer misuse by publishing an Acceptable Use Policy for staff and students, filtering inappropriate Internet content, and teaching internet safety as part of the technology curriculum.
- Continue to provide diversity training and disability awareness.

### **High Quality Instruction**

- Ensure that all core academic classes are taught by State-certified, highly effective teachers
- KES mentor program for teachers with 0-2 years experience and/or teachers new to the district/assignment.
- Implement District recognition of campus-selected Teacher of the Month.
- Continue to recognize employee service time in the district in 5-year increments.

- KES will continue a system to implement, evaluate, and communicate effective staff development based on data-driven needs and district standards.
- Provide a calendar that allows staff development opportunities, including diversity training, vertical planning, and other special programs.
- KES will align staff development based on needs assessment.

### **What Parents Can Do**

- Tell your children that education is important to you and why.
- Require regular and prompt school attendance.
- Provide a time and location in your home conducive for completing homework.
- Make sure the school has your current address, phone numbers, and email addresses.
- Monitor available technology such as Skyward, KES Campus Websites, KES Facebook page, Twitter, etc.
- Help students eat healthy, get enough sleep, and exercise. Healthy students learn better.
- Assist students in being organized (due dates, avoiding late/lost book fines, etc.) and have the supplies they need for school. Find out the school's method of communicating events and assignments, and learn to utilize these planning tools.
- Know your child's teachers. If you cannot attend Open Houses or conferences in person, contact the teachers by email or arrange for a phone conference.
- Read information that is sent home (Code of Conduct, Student Handbooks, flyers, planners, etc.) and respond appropriately.
- Volunteer in your child's school to the extent possible and/or participate in field trips
- Monitor your child's progress in school. Know what they are expected to learn, the rigor of the course, and how they are progressing. Hold them accountable for school achievement.
- Support the school in developing positive behaviors in your child that foster a safe learning environment.
- All parents are encouraged and welcome to complete a volunteer application at your child's campus, and KES urges you to contact the school for information regarding doing so, as well as any other time you need help.