

# Sunset View Elementary

## 2022-2023 Parent & Family Engagement Policy

All schools receiving Title I funds are required under section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy. This policy, developed jointly with parents, describes how the school will carry out meaningful parent and family engagement.

### GENERAL

Parents and family members are involved in the development of the school parent and family engagement policy. At Sunset View Elementary, we involve our stakeholders by inviting them to PTA meetings where the policy is being discussed and revised. We share our drafts with the School Community Council and the Parent Engagement Committee to get their feedback and revision ideas as well.

### POLICY INVOLVEMENT

#### Annual Meeting

An annual meeting is held each year in the fall. At this meeting, information is shared with stakeholders that consists of an explanation of Title I, how funds are allocated, student performance in literacy and math, intervention and enrichment opportunities for students, and ways that stakeholders communicate with the school. You may find our annual meeting information here: <https://sunset.provo.edu/title-i/>

#### Flexible Meetings

We offer flexible meeting times for parents and families to participate in decisions regarding their children. We hold Parent Teacher Conferences twice a year. The dates for these meetings can be found on our school website. Our teachers have time before and after school that can be used for meeting with parents. We encourage parents to call or email their child's teacher to schedule a time to meet before school (8:15-8:35) or after school (3:20-3:50).

#### Involve Parents

We use our School Community Council, PTA, and Parent Engagement Committee in the planning and preparations for our parent engagement activities. These three committees are composed of parents from our school. These groups review data that is collected from school surveys, as well as parent feedback that is submitted to the front office, to plan activities that meet the needs of our students and their parents. The committees meet monthly to discuss current information and to continually be planning activities for the school. If you are interested in joining the School Community Council, PTA, or Parent Engagement Committee, please contact the front office.

### SHARED RESPONSIBILITY - HIGH STUDENT ACADEMIC ACHIEVEMENT

The Sunset View Elementary School Parent Family Compact outlines shared responsibilities for high student academic achievement and is developed jointly with parents, teachers, administrators, and students. Please see our school's compact here: <https://sunset.provo.edu/title-i/>

### BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school, parents and the community to improve academic achievement Sunset View Elementary School will:

1. Share with stakeholders, at least three times a year, Utah Core Standards, state and local assessment information, and ways parents can monitor their students' academic success. At Sunset View Elementary we will share this information 4 times a year. Standards reports will be sent home 4 times a year, at the end of each school term. This information is also shared during Parent Teacher Conferences, which are held twice throughout the school year.
2. Provide materials and/or training for parents to work with their children to improve their children's achievement such as literacy and using technology. At Sunset View Elementary we send materials home to support students and parents in learning math and language arts throughout the school year. We also encourage parents to come and volunteer in their child's classroom where they will be able to see what is being learned and see ways that parents can support that learning in the home.
3. Provide professional development for administrators, teachers, and instructional support personnel (with the assistance from parents), on the value of parents as equal partners and building ties between parents and the school. At Sunset View Elementary School we do this by working with the School Community Council, PTA, and Parent Engagement Committee to identify ways in which we can better incorporate parent feedback and input into our classrooms. Our faculty meetings discuss and assess the parent climate at our school to see if we are doing our part to involve parents in their child's education.
4. Coordinate 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. At Sunset View Elementary we do this by working with our parent liaisons and school social workers to help provide resources needed to help parents be actively involved in their child's education.

### ACCESSIBILITY

To the extent practicable, Sunset View Elementary School will ensure that information for parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) in a language that they can understand. This includes standards reports and essential school information.

*This document was developed jointly by a team of parents, teachers, and administrators on various dates between August-September 2022.*