**Montague Village Elementary**

**Parent and Family Engagement Policy**

**2021-2022**

At Montague our mission is to “Educate Students” and our vision is “To make them future leaders in our world”. We know that parents and family members are important for the success of academic achievement at Montague Village Elementary School.

**Communication**

Communication between home and school is an important part of student success. We do this in various ways such as: providing and using student planners, Tuesday Folders, homework binders, monthly newsletters, campus website, Connect Ed automated phone calls, emails, letters, and our school Facebook page.

Parents and family members may contact us through phone calls, notes, letters, emails, and through the student’s planner. If you have a concern, we encourage you to contact the teacher so that we can work together for the benefit of the student. Please remember that teachers start their teaching day at 7:45 and are teaching all day. They are provided a conference time daily. During this time, they may have prescheduled conferences or meetings. It is advised to please contact the teacher to schedule an appointment. You may also call the front office and leave a message for the teacher as well. Written materials will be sent home in both English and Spanish. If we need to translate things into another language, please contact the school office. We will do our best to accommodate you.

**Parent and Family Member Learning**

We will help you understand the challenging Texas academic standards, give you information about STAAR, MAP results and Circle results concerning your child. We will explain how to help your child and monitor their progress during parent conferences. You may request a parent conference at any time. We have scheduled parent conferences in the fall and the spring. We understand that our parents work, attend school, or have other responsibilities that limit their schedules. To encourage parent involvement, we try to schedule key meetings and or classes during the day and also in the evenings. You may send learning topic suggestions to our parent volunteer coordinator Heather Hamilton at 336-2230. You may also contact the principal, Mrs. Cue, at 336-2230 about any suggestions you may have to help your child to be successful at Montague Village Elementary.

**Wee Readers**

Our wee readers program is a fun program provided for the younger siblings of our Longhorns who are not attending school yet. Our counselor provides some activities to make learning fun and gives parents tips on early reading/math activities to do at home. It is also a great time to get to know other families in the village as well.

**Annual Title One Meeting**

Montague Village is a Title I School. This simply means that we receive additional funds to help our students achieve their educational goals. Our annual title one meeting is held in September or early October of every school year. This meeting is offered at flexible times that are convenient to parents. All parents and family members are invited to attend. We want everyone to know about Title One, what it entails, and how we use these funds to ensure that students are successful, academically. The principal also shares data to show how the students at Montague are achieving with state and district assessments. The Parent and Family Engagement Policy will be discussed as well as the Home-School Compact. The presentation also involves “Parents’ Right to Know” and how you can be involved in your child’s education. You will also learn about the curriculum we use daily with our students. A copy of the CIP plan, the Parent and Family Engagement Policy, and the Home School Compact will be distributed with our handbooks at the beginning of each year and will be available year-round on our official school website.

**Title One Program Evaluation**

The Site Based Decision Making (SBDM) committee reviews our title one program several times a year by providing input to our Campus Improvement Plan. The committee must have at least one parent representative that provides input about how the Title One funds are spent. If you would like to serve on SBDM, please contact the principal, Mrs. Cue. For parents unable to participate in SBDM, an annual evening meeting is held for the purpose of evaluating the plan and gaining parent input on changes for the upcoming year. Note: if for some reason the CIP is not satisfactory to parents, comments about the CIP will be submitted to KISD Special Programs department. Once finalized, parents can find a copy of the CIP on Montague’s official website accessible on KISD’s site.

**Parent and Family Engagement Policy and Home School Compact**

We must review our current Parent and Family Engagement Policy and Home-School Compact every spring. Parents and family members are a part of this process. We meet together to discuss and make any changes to these documents for the next school year. Your input is important to us. Both of these documents will be posted on our campus website so that parents, family members and the community have access to them. Our website will allow you to translate any posted information into 107 different languages. The parent policy is also made available during our Annual Title One Meeting and is included in our Student Handbook. The Home School Compact is discussed during parent conferences as well as information about your child’s achievement. Parents have a right to participate in decisions relating to their child’s education. You may also review your child’s progress by using Home Access Center though the KISD website. If you would like to have access to your child’s grades, our secretaries can give you the username and number needed to access the information. As mentioned earlier, each of these documents will be available year round on our official school website.

**Volunteer Orientation**

At the start of every new school year, and throughout the year, our volunteer coordinator conducts an orientation to outline KISD policies. If you would like to volunteer, please contact Mrs. Hamilton at 336-2230.

Volunteer opportunities include: media center visits for teaching supplies to be created, library, at home projects such as cutting out laminated items and creating instructional materials as needed, cafeteria lunch monitoring of students, working with students in the classroom, book fair. Volunteers do not typically help in their child’s class unless the teacher has a special project she may need help with.

**Staff Awareness**

Our campus staff receives training each school year about the value of parents and family members to increase student achievement at Montague Village. We encourage staff members to reach out to parents to partner in his/her child’s education. Our staff is kept up to date on various parent programs, their role in the implementation of the programs and how to encourage parents to participate.

**KISD Parent and Family Member Classes**

KISD provides free of charge for English as a Second Language, computers and GED preparation. Empowered Parents workshops and the Parent Academy are also available. Parents may also participate in the KISD Parent Advisory Council as well. Contact the Special Programs Department for more information if you are interested, at (254) 336-0240