

# **Morton Ranch Elementary**

## **Parent and Family Engagement (PFE) Policy**

### **2023-24**

#### **Statement of Purpose**

Morton Ranch Elementary believes that each student should have every available opportunity for reaching their highest potential. The campus academic priorities include improving academic achievement in all content areas. Student performance on STAAR should meet or exceed the campus group state comparison campuses. We aim for every single student to demonstrate at least one year of growth each school year. Students experiencing difficulties in reading, mathematics, science and writing will receive extensive intervention opportunities through differentiated classroom instruction, Academic Support, Dreambox, ESL, before/after school tutorials, and/or Extended Learning Time (Round Up) tutorials. Students also receive enrichment opportunities during the Extended Learning Time. An integral part of reaching our goals is the support of our community.

A PFE policy is designed to promote parental involvement that supports our school's beliefs and has been established to ensure student excellence. An advisory team will annually review, evaluate, and modify this policy to better support our campus goals.

Staff-parent communication will be addressed throughout the year. It is our goal to promote parental communication because we believe that student success is a shared responsibility. Ongoing, two-way, meaningful communication will occur throughout the year in various ways. Parents will be informed regularly about their child's academic performance and school curriculum through progress reports, report cards, student take-home folders, grade level newsletters (SMORES), parent conferences, telephone calls, eNews, Dojo, Canvas, and the use of the Katy ISD and campus websites. Parent, student and staff responsibilities are outlined in the Parent-School Compact, which is agreed upon by the families of Morton Ranch Elementary and is designed to ensure student success in school and in life.

An annual Title I meeting will be held each year at varying times to orient our parents to the year's activities and to review our campus needs assessments. A description and evaluation of the PFE Policy will be shared. Feedback will be taken for continued program evaluation and revision.

The effectiveness of our programs and parental involvement will be evaluated throughout the year. Data will be collected to design strategies for more effective parental involvement. Modifications and ways to improve our practices will be reviewed and reported.

Title I Funds will be allocated towards student achievement. The Campus Advisory Team, parents and teachers will have input into the use of funds. Funds may be used for professional development, scholarships, extended day activities, instructional materials, program implementation, staff salaries and parental involvement opportunities. The KISD website provides parents with valuable information about the curriculum, grading policies, testing calendars, academic opportunities, district provided special

programs and school performances. News related to our programs, as well as special meeting times, will be posted on the website, in the school newsletter, on the marquee, in social media, and through individual flyers.

### **Developing the Policy**

An advisory committee will be formed consisting of parents, community members, teachers and administrators to develop and revise Morton Ranch Elementary's Parent and Family Engagement (PFE) Policy. The parent volunteers will represent the diversity of the student population and one or more parents on the advisory committee will have children participating in the Title I program. A translator will be present if necessary. The committee will meet to write, revise and publish a PFE Policy that will encourage and support parental involvement at MRE. The PFE Policy will continually be evaluated, updated and revised to address the goals and needs of all of our stakeholders. The advisory committee will convene at a time and place convenient to all its members.

### **Annual Meetings**

Morton Ranch Elementary will conduct multiple annual Title I meetings at the beginning and throughout each school year for all parents as a form of orientation to the Title I program. At that meeting, the Title I program will be described, the PFE Policy will be distributed and opportunities for parental participation will be explained. Parent volunteers will be recruited to serve on the Campus Advisory Team.

A minimum of two additional campus meetings will be held throughout the year. These meetings will provide parents the opportunity to learn about Morton Ranch Elementary and to participate in their child's education. In April or May of each year, Katy Independent School District will hold a public Title I meeting to evaluate and share information about the Title I program. Parents will be invited to this meeting by each campus and notice of this meeting will be distributed via social media and school newsletter, as well as on the district website and student take-home folders.

Additionally, the evaluation of the Title I program will be conducted through a family questionnaire distributed at the end of each school year (exception = COVID year). These questionnaires will be reviewed at that time to determine suggested areas of improvement.

Parents are encouraged to be involved in their child's education and are encouraged to offer suggestions as we all work together to ensure that all children succeed at Morton Ranch Elementary. Joining the Campus Advisory Team (CAT) is a great way for parents to meet together and to learn more about the campus and to provide input.

## **Building Capacity**

Morton Ranch Elementary values the partnership of the parents in their children's education. There are many ways parents can make significant contributions to student success both at home and by volunteering at the school. Student achievement is the result of effective home-school-community partnerships.

### **Morton Ranch Elementary will:**

- provide a safe and positive environment for all stakeholders
- maintain high expectations for every child to learn and achieve
- provide high quality curriculum and instruction in a supportive and effective learning environment that enables all children to meet the state's student academic achievement standards by:
  - ~research-based instruction
  - ~data-driven instruction
  - ~highly qualified staff
- develop an effective parent-school partnership on behalf of the students
- host activities providing instructional opportunities for parents and students
- establish a classroom environment that is safe, well-disciplined, respectful, and promotes learning to meet the needs of each student
- communicate regularly with parents in regard to their child's progress
- provide parents reasonable access to staff
- hold parent-teacher conferences (in-person, phone, zoom options)
- provide parents opportunities and encouragement to volunteer and participate in their child's class and within the school
- multiple tutoring opportunities, as applicable to student performance
- respect our school, students, staff and families

**Parents have the opportunity to support their child's learning in the following ways:**

- provide a positive home atmosphere so that schoolwork can be completed
- communicate the importance of school and learning with their child(ren) and maintain a positive attitude toward school
- participate in school activities whenever possible
- ensure that their child(ren) attend school every day, get adequate sleep, regular medical attention and proper nutrition
- monitor homework and check for understanding
- communicate regularly with their child's teacher in regard to his/her progress
- cooperate with the school in carrying out school policies, code of conduct and academic recommendations
- promoting positive use of extracurricular time
- encourage their child(ren) to read daily
- respect our school, students, staff and families
- new 2023-24 ELAR curriculum and resources

**Other areas in which parents are encouraged to participate in their child's education are:**

- Classroom Volunteer
- Classroom Reader/Mystery Reader
- PTA (Parent Teacher Association)
- Parent-Teacher Conferences
- Family Events (Title I Nights, International Night, Literacy Night, Math and Science Night, Fine ArtsNight, Earth Day, etc.)
- CAT Team (Campus Advisory Team)
- Open House and "Meet the Teacher Night"
- Parent Orientations
- Junior Achievement
- Book Fairs
- VIPS (Volunteers in Public Schools)
- M&Ms (Mavericks & Mommies)
- Watch D.O.G.s

- Choir and Percussion Performances
- Class parties
- Field Days
- KEYS Mentors (Keep Encouraging Youth Toward Success)
- Library Volunteers
- Field Trip Chaperones and Volunteers
- “How To” Sessions for instructional apps (in-person and via zoom)
- Video presentations about MyKatyCloud resources

Our School-Parent Compact, program information, website information, conferences, notices and announcements will be written in English and Spanish to promote the inclusion and involvement of all families within our community.

### **Programs and the School Community**

Annually, the Title I program of Morton Ranch Elementary will assess the needs of identified Title I students and parents within our school community. A variety of tools will be utilized to determine the effectiveness of our Title I program, including beginning and end-of-year surveys and questionnaires. Findings will be used to revise existing practices to better serve our students. Our staff is also diligent in reviewing student assessments. Formative and summative assessments are used to guide instruction and provide further support to the students. Data is always used to provide differentiated instruction to meet the needs of all learners.

Workshops and other trainings will be made available to educators and parents to address specific needs. Parents will be notified of these opportunities through the campus website and invitations through the school.

### **Staff-Parent Communication**

Morton Ranch Elementary will communicate with parents on a regular basis. Important information will be provided in the MRE Student Handbook, the School-Parent Compact and on the district website. Frequent notices about student performance will be sent home with children or provided through phone calls, emails and conferences. When possible, all communication will be provided in a language and format the parents can understand. Parents are encouraged to contact the school or child's teacher when questions or problems arise.

### **Parent-teacher communication at Morton Ranch Elementary:**

- Parent –Teacher Conferences
- Email Notification
- Telephone Calls
- Progress Reports
- Report Cards
- Individual Notices
- MRE Newsletter (eNews)
- Grade Level Newsletter (SMORE)

- Dojo
- Marquee

**Contact Information:**

Katy ISD home page: <http://www.katyisd.org/>

MRE home page: <http://www.katyisd.org/campus/MRE/Pages/default.aspx>

MRE phone number: 281-234-0300

**Evaluation**

Morton Ranch Elementary will work with its Campus Advisory Team to evaluate the effectiveness of the parental involvement program. Surveys, family/staff questionnaires, assessment data and other resources will be used to determine needs and develop revised strategies for student success. The Title I Teacher(s) will meet with other Title I colleagues across the district for suggestions on improving our program and parental involvement. Revisions to the PFE Policy will be made and communicated to staff and parents.

Furthermore, assessment data will be used to determine program effectiveness. Data will be compiled to determine modifications, successes and improvements for continued student achievement. Student performance and program initiatives will be communicated to the parents.

**Funding**

Katy ISD is required to set aside at least 1% of its Title I funds for the purpose of parental involvement. Those funds will be divided among the Title I campuses. The campus principal will consult with the Campus Advisory Team about the allowable uses of the funds. The campus principal will then authorize the use of the funds designated for parental involvement. Morton Ranch Elementary will spend Title I funds according to identified, comprehensive needs and Title I guidelines and will document activities and expenditures.

Funds will be used for: staff salaries, materials, supplies, activities, parental involvement, parent and teacher training and other effective methods/instructional strategies that increase the quality of learning at Morton Ranch Elementary.

### **Concluding Statement**

Morton Ranch Elementary is committed to the success of every student. We will work collaboratively to monitor the effectiveness of our parental involvement and Title I program, and to provide excellence in education. Administrators, teachers and school staff advocate for the benefits of our Title I PFE Policy, as evidenced in the lives of our students. Parental engagement is essential to making significant contributions toward reaching academic, social and civic excellence for every child at Morton Ranch Elementary.

Este documento también se puede encontrar en español en el sitio web de MRE en <http://www.katyisd.org/campus/MRE/Pages/default.aspx>

Updated: September 2023