



Linkhorne Elementary Parent and Family Engagement 2020-2021

*****COVID-19 CLAUSE: Due to extenuating circumstances caused by COVID-19, Title I will be adjusting Parental Involvement events as restrictions are lifted*****

PART I. GENERAL EXPECTATIONS

Linkhorne Elementary agrees to implement the following statutory requirements:

- Linkhorne Elementary will put into operation programs, activities and procedures for the engagement of parents and families in all Title I, Part A programs, consistent with section 1116 of the Every Student Succeeds Act (ESSA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Linkhorne Elementary will work with the school division to ensure the required school-level parent and family engagement policy meets the requirements and include the school-parent compact.
- Linkhorne Elementary will incorporate this school wide parent and family engagement policy into its Title I/School Improvement Plan. Title I schools have one consolidated plan for 2019-2020.
- In carrying out the Title I, Part A parent and family engagement, Linkhorne Elementary will provide full opportunities for the participation of parents and families with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required in an understandable and uniform format and including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If Linkhorne Elementary's plan for Title I, Part A, is not satisfactory to the parents of participating children, Linkhorne Elementary will submit any parent comments with the plan when Linkhorne Elementary submits the plan to the Director of School Improvement and Coordinator of Grant Programs.
- Linkhorne Elementary will ensure that 100% of Title I, Part A funds reserved for parent and family engagement is spent on capacity building activities for parents and students attending Linkhorne Elementary.
- Linkhorne Elementary will be governed by the following statutory definition of parent and family engagement and will carry out programs, activities and procedures in accordance with this definition:



Parental and Family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF HOW LINKHORNE ELEMENTARY WILL IMPLEMENT REQUIRED SCHOOL WIDE PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

1. Linkhorne Elementary will take the following actions to involve parents in the joint development of its school wide parent and family engagement plan:

Linkhorne Elementary has a School Improvement Committee that consists of Title 1 reading specialists, classroom teachers, the principal, assistant principal and parent representatives. Parent representatives will be contacted through phone calls about meeting dates and times so they have the opportunities to provide their input. These parents will be included in making decisions about the building level parent and family engagement policy as well as other parent matters.

2. Linkhorne Elementary will take the following actions to involve parents and families in the process of school review and improvement:

Linkhorne Elementary will have parent and family representatives to serve on the School Improvement Committee. The committee will meet at various times during the year to formulate and/or review the Title I/School Improvement Plan. Parents have the opportunity to provide feedback and make suggestions about various programs that LES offers.

3. Linkhorne Elementary will provide the necessary coordination, technical assistance, and other support to assist in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:

Conferences, phone calls, special events, and family fun nights will be held to help improve parental involvement.



4. Linkhorne Elementary will coordinate and integrate parent and family engagement strategies in Part A with parent and family engagement strategies under the following other programs: Head Start, Virginia Preschool Initiative, McKinney-Vento Homeless Assistance Act, and others as appropriate, by:

Selected Lynchburg City School personnel serve on the Smart Beginnings Coalition and other early childhood education initiatives. Lynchburg City Schools implements the Virginia Preschool Initiative Program and has a Memorandum of Understanding with the local Head Start Program. Lynchburg City Schools employs a full-time Pre-K Coordinator and a full-time Homeless Education Specialist to help meet the needs of all students.

5. Linkhorne Elementary will take the following actions to conduct, with the involvement of parents and families, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents and families in parent and family engagement activities (with particular attention to parents and families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). Linkhorne Elementary will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parental and family engagement, and to revise, if necessary (and with the involvement of parents and families) its parent and family engagement policies.

All Linkhorne Elementary parents are asked to complete a survey. The survey is used to plan for the following year's activities.

6. Linkhorne Elementary will provide opportunities to ensure effective engagement of parents and families and to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- A. Linkhorne Elementary will provide assistance to parents and families of children served by Linkhorne Elementary, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph.

- Virginia's academic content standards,
- Virginia's student academic achievement standards,
- State and local academic assessments, including alternative assessments,
- the requirements of Part A,
- how to monitor their child's progress,
- how to work with educators, and
- how to help their children at home

Letters are given to every parent at Linkhorne Elementary each fall, which addresses the highly qualified status of each employee at the school. Teachers have parent conferences to give



information on student progress and address ways to monitor and to help their children at home. Information regarding student work and school events are sent home to parents every week in weekly folders.

- B. Linkhorne Elementary will, with the assistance of the school division, provide materials and training to help parents and families work with their children to improve their children's academic achievement, such as literacy and technology training, as appropriate, to foster parent and family engagement, as described below:

During parent and family engagement activities, information about improving literacy in the home environment is shared with parents.

- C. The staff of Linkhorne Elementary will, with the assistance of the school division, learn how to reach out to, communicate with, and work with parents and families as equal partners, in the value and utility of contributions of parents and families, and in how to implement and coordinate parent and family programs and build ties between parents and schools, as described below:

Linkhorne Elementary utilizes a parent survey to gather information about activities held at the school. The results of the survey are shared with the faculty. The data is used to plan future parent and family engagement activities and address strengths and any weaknesses noted on the surveys. LES parent representatives attend the Superintendent's Parent Advisory Committee to provide suggestions and feedback.

- D. Linkhorne Elementary will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, and Virginia Preschool Initiative and other programs, and conduct other activities that encourage and support parents and families in more fully participating in the education of their children, by:

A brochure is provided by Lynchburg City School's personnel providing information about the Virginia Preschool Initiative, Child Find, and Head Start programs for children 3 and 4 living in the city of Lynchburg. Lynchburg City Schools also provide a Homeless Education Liaison who ensures that all students have access to education as well as transportation.

- E. Linkhorne Elementary will take the following actions to ensure that information related to the school as well as parent and family programs, meetings, and activities, is sent to the parents and families of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents and families can understand:

Linkhorne Elementary takes pride in reaching out to and notifying all families of upcoming events. Newsletters and flyers are sent home, and parents receive automated phone calls about upcoming events. Translator services are provided upon request for ELL families. For division level events, the Superintendent Parent Advisory Committee meets to discuss a variety of topics, and Channel 17 WLCS is used to disperse information. Our Communications Coordinator sends out newsletters and



automated phone calls to parents informing them of upcoming events and meetings. This information can also be found on the LCS website at www.lcsedu.net/parents.

PART III. DISCRETIONARY DISTRICT WIDE PARENT AND FAMILY ENGAGEMENT INVOLVEMENT POLICY COMPONENTS

NOTE: The schoolwide Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that Linkhorne Elementary, in consultation with its parents and families, chooses to undertake to build parents' and families' capacity for involvement in the school and school system to support their children's academic achievement, such as the following:

- A parent teacher organization meets to discuss school events as part of Title I, Part A programs.
- Lynchburg City Schools website has links for parents on their website:
<http://www.lcsedu.net/parents>
- All information on parent and family engagement activities are made available in a format and language that is understandable to parents.
- Parents have the right to request and receive timely information on the professional qualifications of their children's teachers.
- Teachers, parents and students are encouraged to sign a School, Parent, and Student Compact at the beginning of the school year which explains each partner's responsibilities in helping each student have a successful school year.
- Parents/Guardians of participating children who receive Leveled Literacy Intervention or other pullout reading interventions are given a notification of services letter explaining that their children are involved in the Title I program.
- Parents have the right to request and receive timely information on the professional qualifications of their children's teachers.
- Parents/Guardians are strongly encourages to conference and communicate with their child's teacher, visit their child's classroom, attend parent and family engagement activities, attend Terrific Kids monthly ceremonies, and other activities throughout the year.
- To promote reading at home, LES hosts 1-2 Scholastic Book Fairs.

Literacy:

- August: Back to School Night—information is provided regarding grade level expectations in the area of reading, math, science, social studies, and homework. Also, families are provided an explanation of LES being a Title 1 school (brochure) and what that actually means to them as LES families. A PowerPoint is presented entitled "What is Title 1?"
- October: Donuts for Dad: two-day parental and family engagement activity focused on literacy including providing a make-and-take literacy craft.
- October: LES Book Fair---families will be invited to the week-long event; opportunity for families to purchase/win books for home libraries.



- October: Amazement Square Family Night - students and their families will engage in hands-on activities that promote cross-curricular connections. Busses provided with stops throughout our zone. Fall Parent/Teacher Conferences were held on top floor. Information was provided to parents to support student progress in reading based on individual student data.
- December: Cookies with Caregivers - two-day parental and family engagement activity focused on literacy including providing a make-and-take literacy craft.
- February: Brotherhood event - School wide focus with college athletes reading to students.
- February: Author's Tea
- March: LES Book Fair--families will be invited to the week-long event; opportunity for families to purchase/win books for home libraries.
- March: Math Science Night - "Estimation Station" provided students with books of their choice to take home to encourage literacy in the homes.
- April- Hillcats- Hit the Books Reading Incentive
- Awards Assemblies are held at the end of each nine week grading period. Parents/guardians are encouraged to attend.
- September-May: Accelerated Reader- Reading Incentive information including individual student goals provided to students and their families. Bulletin board featuring student achievement and prizes for incentives.
- Family book clubs - Grades 2-5. Families and students come together in the evening to discuss the book, complete literacy activities, and have a snack. Four book clubs per year.

Math:

- September: Back to School Night---information will be provided regarding grade level expectations in math.
- November: Fall Parent/Teacher Conferences---information will be provided to support students
- March: Science/Math Family Night—students and their families will engage in hands-on activities that promote cross-curricular connections.
- Awards Assemblies are held at the end of each nine week grading period. Parent/guardians are encouraged to attend.

Science:

- September: Back to School Night---information will be provided regarding grade level expectations in science.
- November: Fall Parent/Teacher Conferences---information will be provided to support student progress in science.
- March: Science/Math Family Night—students and their families will engage in hands-on activities that promote cross-curricular connections.
- Awards Assemblies are held at the end of each nine week grading period. Parent/guardians are encouraged to attend.

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