

Parent and Family Engagement Policy
Cunningham Elementary School

2018-2019

The Cunningham Elementary School community is working to enhance parent involvement and engagement. Through this, we hope to create and maintain an environment that is welcoming to all who walk through our doors. Together, we can increase student achievement and do our part to fulfill the district wide vision to prepare all students to be ready by exit.

1.

- A. This policy has been jointly developed and agreed upon by the Cunningham Elementary School Staff and parent representatives. Cunningham Elementary School will convene an annual meeting in September of each school year for parents to evaluate this policy. This meeting will be held on August 24, 2018 at 1:00 pm in the primary computer lab located in the new building. During this meeting, we will present to families information about the Title I program, specifically addressing the budget for this school year and how money was allocated based on our school's current needs. The school's Parent and Family Engagement Policy, developed by Cunningham Elementary School Staff and parent representatives, will be distributed in an understandable and uniform format and to the extent practicable, in a language the parents can understand. The Parent and Family Engagement Policy will also be made available to the community through the Cunningham website and by visiting our office. We are currently working on other opportunities for parents to become familiar with our Parent and Family Engagement Policy. For example, we have invited parents to sign up and become part of our PTO. As we get parents involved within the school community, they will become increasingly updated on our parent involvement policy, upcoming events, and dates. There is no child care program in place, but one will be considered as needed. If needed, we can provide activities for younger children in the back of the meeting room with age appropriate activities.

- B. The results of the annual District Wide Parent Survey from the 2017-2018 school year yielded a total of 173 parents. This information will be shared during our annual Parent Meeting on August 24, 2018. During this time, parents will be encouraged to fill these annual surveys. For the 2018-2019 school year, we will send various notices, hold a raffle, and create an automatic call to all Cunningham families, to encourage parent participation this school year. During our various family nights such as Pizza and Progress Night, Literacy Family Night, and Science Fair Night, we will provide an open computer lab as well as iPads for parents to use to complete the parent survey. We understand the importance of these surveys to inform our school's plans, therefore, teachers will be available during these events to provide parents any accommodations needed. At the end of the school year, we will summarize these results and share them at the beginning of the following school year during our annual Parent Meeting in August/September. After reviewing and analyzing the results from our parent survey, we found that many of our parents felt that our school needs to improve the transparency of how our fundraising monies are spent. In order to address this, our school will provide

our SOT team members with spending from our Student Generated Funds account. Parents also felt the need to improve the instructional materials and basic supplies at Cunningham. To address this need, our Title I 18-19 budget was used to purchase books for classroom libraries and our new reading curriculum Ready and iReady. We also used the strategic budget to purchase Everyday Math. Parents also felt strongly about the use of technology such as computers, chrome books, and iPads for their child. As a school, we want to continue this as a strength- we feel technology is an important part of a child's education and necessary to prepare them to be successful on the state assessment SBAC. Therefore, we have used our budget to open a second computer lab and have a revolving iPad cart for teachers to check out. In addition, our new building has a designated computer lab with chrome books for all kindergartners and first grade students. Finally, this year we have opened a STEM computer lab as part of our specialists.

2. Cunningham Elementary school staff will invite parents to assist with the planning, review and improvement of the parent involvement policy and the school improvement plan. During this meeting, parents will be asked to provide feedback, concerns, or questions regarding the policy in place. Our annual August 24, 2018 meeting will serve this purpose. Additionally, continual feedback from parents will be elicited during our regular SOT meetings. In planning our School Improvement Plan for the 18-19 school year, the SOT committee welcomed staff and parents, on March 20, 2018, April 24, 2018, and September 26, 2018. Similar meetings will be held this school year with the purpose of eliciting parent feedback in order to inform our school policies.

Additionally, during our annual meeting on August 24, 2018, our parents were given a survey to better inform us of our parents' priorities for how school monies should be spent. The survey showed that most parents prefer additional teachers for class size reduction purposes. Also, most parents refer funds for instructional purposes that support math and reading, as well as tutoring for their child. Other areas of interest for funding included books for classroom libraries, teacher training, and technology to support STEAM education. Our school also wants to improve parent participation in after school activities- therefore, our survey included a question about parents' time preference for such activities. Our results show that parents are evenly split between activities that start at 3:30 pm (immediately after school) and 5:00 pm.

3. The Educational Involvement Accords are integrated into the registration process through Infinite Campus. Parents must review Accords prior to completing their child's registration. Administrators and teachers will have access to the Accords when needed for parent/student conferences or other occasions. These accords are used to develop our school's expectations and objectives. In particular, each grade level has developed their "motto" closely aligned with the expectations of the accords. This motto is reiterated during parent meetings, newsletters, bulletin boards, and other forms of communication.
4. Administration and staff at Cunningham Elementary school will:
 - A. Host the Pizza and Progress Night where teachers from kindergarten to fifth grade will share reading and math data, student progress, and data folders with parents. These meetings will also provide parents with home strategies to support student progress and academic success.

B. In conjunction with the Parent Teacher Organization (PTO), the school will offer parent involvement activities to provide opportunities for parents to volunteer and become involved through the following school functions:

- Pizza and Progress Night
 - February 5, 2019
 - Kindergarten-Second Grade 5:00-6:30
 - February 6, 2019
 - Third-Fifth Grade 5:00-6:30
 - May 7, 2019
 - Kindergarten-Second Grade 5:00-6:30
 - May 8, 2018
 - Third-Fifth Grade 5:00-6:30
- Science Fair Night
 - May 8 Pre K- Third Grade
 - May 9 Fourth-Fifth Grade
 - May 10 Second grade (Invention Convention)
- Literacy Night March 7
- SBAC Celebration (4th and 5th grade)- January 18
- Monthly FACES (Family and Community Engagement Services) First Fridays, joined with Principal and Pastries
 - October 5, 2017
 - November 2, 2017
 - November 30, 2017
 - January 11, 2018
 - March 1, 2018
 - April 5, 2018
 - May 3, 2018
- Reading Ranger Activities and Events
- Nevada Reading Week Activities
- Fall and Spring Carnival - October 19, May 4
- Pre-K required parent meetings
- Holiday Show- December 13, 2018
- PTO and school fundraisers
- Parent Volunteer Room
- University of Family Learning (UFL) workshops, courses, and trainings
 - February 12 @ 2:45 pm

Provide high quality curriculum and instruction in a supportive and effective learning community enabling students to meet the state academic standards. In order to achieve this, we will:

- Utilize Ready and iReady for reading instruction, including intervention and enrichment
- Conduct PLC using google sheets to document and analyze common assessments
- Assess and monitor student growth and progress through AIMS web testing and MAP
- Implement the 3 tier reading and math models.

- Use state of the art technology such as SmartBoards, ELMO's, and Accelerated Reader.
- Participate in Nevada's 21st Century Community Learning Centers

In addition, Cunningham will improve student achievement through parent involvement in Pizza and Progress Night, Science Fair Night, Pastries and Principal, FACES workshops, UFL courses and trainings to provide educational resources that parents can use at home with their students.

C. The school will hold several FACES meetings throughout the school year. Teachers will be encouraged to support this program by reaching out to their parents, formally and informally, about the opportunities available through FACES and will be invited to sit in on meetings when they are available. In addition, our Read by 3 Strategist has met and coordinated with teachers in order to begin a parent volunteer program that supports our PTO. Also, prior to our Pizza and Progress Data Nights, staff meetings will be held in order for grade levels to develop their meeting's agenda, purpose, and take home activities they want their parents to create to support their child's learning at home. These planning meetings are important because they create the foundation for our Pizza and Progress data nights and it assures grade levels share common goals for these meetings. Finally, it is a requirement by administration to attain 100% participation for parent-teacher conferences. Teachers are encouraged to begin conferencing prior to the district designated dates in order to most effectively accommodate all parents' schedules. Teachers will maintain a sign-in sheet indicating if the meeting was held in person or through telephone communication, including date and time of meeting. Among our many family events that strive to maintain a positive relationship with our parents, school, and faculty, we have our school newsletter that is used to communicate valuable information. Finally, many parents have expressed an interest in social media as a means for the school to share pertinent information about school events. Therefore, one staff member has been designated to maintain our school's Facebook page- events have been created for parents to RSVP to school events. Our Facebook page serves as one of our strategies to develop a positive relationship with our parents and a forum for parents to voice concerns or ask questions.

D. All information related to school and parent programs is communicated to parents in our monthly newsletter, Parent Link phone calls, the Cunningham website and through letters sent home as needed. All communication is given in a format that is easily understood, and to the extent practicable, in a language that parents can understand. All letters sent home are in English and Spanish. Cunningham has also set up a FACEBOOK page to communicate important events, news, and all pertinent information to parents and students.

4E. Parents have the opportunity to be active in our PTO, which holds monthly meetings and sponsors after-school activities. Cunningham also offers the Cunningham Health Center which is accessible to our students and parents right on campus. Lastly, Cunningham offers a Pre-K program which allows parents to be actively involved in Friday field trips and events throughout the year. Our school also participates in the 3 Square program, School Bell, as well as various donations from local charity groups (school supplies, clothes, food). Finally, every year our staff participates in an Angel Tree adoption program, where teachers may adopt one or more anonymous students to buy Christmas gifts. Parents fill out an interest form for their child and teachers use that list to purchase gifts. This is another way our school supports our families in need.

4F. Parents are encouraged during PTO meetings and monthly meetings to offer suggestions and comments. These suggestions are reviewed during the school's leadership and SOT meetings- concerns are quickly addressed prior to the next meeting. SOT meetings have become a valuable tool for parents to express concerns or additional support needed at home to help ensure their child's success. Their input is taken into account when planning our school's needs and budget.