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El Paso High School Parent and Family Engagement Policy 2023-2024

I. MISSION STATEMENT

El Paso High School is committed to the education of the children of our community. We feel parent and family involvement are an essential piece in ensuring our students are successful in school. We believe that when parents and families are more involved in the academic process, school becomes more of a priority for their children. El Paso High School's motto is "**A Campus of Excellence.**" This expression is not only intended to be utilized within our school but it is a belief we hope resonates within our community. It is our mission to produce a community of life-long learners. It is our pledge to maintain an open line of communication from school to homes and our goal is to provide ample opportunities for parental and community engagement throughout each school year.

II. POLICY ENGAGEMENT & FLEXIBLE MEETINGS

Title 1 regulations require each school served under **Title 1** to jointly develop with and distribute to parents and families of participating children a written parental involvement policy agreed upon by parents and families that describes the requirements outlined in the **Title 1 Law**. Availability and distribution of our school policy in English, Spanish and Vietnamese is on our school website at: <https://www.episd.org/Page/2632> under the About Us section and through our Parent section at: <https://www.episd.org/site/Default.aspx?PageID=2631> as well as with our Campus Clerk, in our attendance office, with our Parent Engagement Liaison, at our Coffee with the Principal meetings, at our Open House/ Tiger Night, at our parent-teacher conferences, and at our monthly Campus Improvement Team (CIT) meetings for our parents, families, faculty, staff and local community members.

- A.** El Paso High School will hold at least two **Title 1, Part A**, annual meetings on two different days, one in the evening and one in the morning for convenience, in which all parents and families of participating children shall be invited and encouraged to attend to inform parents and families of their school's participation under **Title 1**, and to explain the requirements of the school's policy, and the right of the parents and families to be involved. Our school will involve parents and families in an organized, ongoing, and timely way in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the School Parent and Family Engagement Policy:
- Our school holds Coffee with the Principal and an Open House/Tiger Night by the end of September each school year to review **Title 1** school requirements and the school's Parent and Family Involvement Policy with parents and families.
- B.** El Paso High School will offer a flexible number of resources and meetings, such as meetings in the morning or evening, and may provide, with funds provided under **Title 1**, transportation, child care, or in-home meetings via Zoom, as such services relate to parental involvement:
- Our school **may** pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents/guardians and families to participate in school-related meetings and trainings.
 - Our school **may** arrange school meetings at a variety of times or conduct in-home conferences via Zoom, between teachers and other educators with parents/guardians and families who are unable to attend such conferences at school in order to maximize parental involvement participation.

***ENGLISH/SPANISH EPISD POLICY:** You may also access the EPISD District Family Engagement Policy in English/Spanish by visiting their website at www.episd.org and clicking on the following tabs and links: **Departments → Family Engagement → Title 1 Documents → EPISD Family Engagement Policy 2023-2024.**

***POLÍTICA DE EPISD EN INGLÉS/ESPAÑOL:** También puede acceder a la Política de Participación Familiar del Distrito de EPISD en inglés/español visitando su sitio web en www.episd.org y haciendo clic en las siguientes pestañas y enlaces: **Departamentos → Participación Familiar → Documentos del Título 1 → Familia de EPISD Política de Compromiso 2023-2024**

- Parent-Teacher Conferences are held in September and again in February to provide parents and families with the opportunity to visit their child's classroom to discuss their child's progress, become better informed about grade level expectations and their student's academic progress.
- Teachers may meet with parents and families during school days, between 8:00am and 4:30pm, during their conference or PLC periods and/or afterschool to accommodate as many parents and families as possible.
- Our school's Parent Engagement Liaison is dedicated to helping parents/guardians and families connect with the school and strives to provide informative presentations/workshops as suggested via parent/guardian surveys to bring meaningful interaction between parents, students, the school and our community. Materials will also be provided during workshops as needed to engage parents/guardians and families.

C. El Paso High School will provide parents and families of participating children timely information about programs under this part: descriptions and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. Parents and families may request opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any suggestions as soon as practically possible:

- Our school communicates with parents and families often about the state's curricular and assessment expectations, school wide requirements in relation to the delivery of instruction, the techniques utilized to evaluate student work, and individual classroom rituals and routines pertinent to the academic success of our students. In addition, the principal regularly gives parents and families updates on school test data, adequate yearly progress status, and facilitates a review of the school's Campus Improvement Plan (CIP).
- The Campus Improvement Team (CIT) is established and designated as the advisory campus-level planning and decision-making committee to the principal. The CIT consists of faculty, staff, business representatives, community representatives, parent representatives, and school administration. The CIT members hold monthly meetings addressing the planning, operation, supervision and evaluation of the Campus Instructional Plan (CIP). The CIT is involved in decision making in the areas of: goals and objectives, curriculum, budget, staffing, staff development, organization, needs of special populations, school safety, and parental involvement.
- Annually, the principal, assisted by the CIT, develops reviews and revises the Campus Improvement Plan (CIP) for the purpose of improving student performance for all student populations with respect to the academic excellence indicators and any other appropriate performance measures for special needs populations.
- If the schoolwide Campus Improvement Plan (CIP) is not satisfactory to parents, the school will submit any parent comments on the plan when the school makes the plan available to the Local Educational Agency (LEA). Parent/Guardian comments/concerns can be sent to the Executive Director of Student and Family Empowerment, Mr. Ray Lozano, rslozano@episd.org or by phone at (915) 230-3017.
- We use a variety of communication outlets such as: the student handbook, school newsletters, school website, Classroom Schoology website, Blackboard mass notification system (phone, email and text), parent-teacher conferences, IEP/ARD meetings, PTA meetings, student council meetings, individual notes/calls home from teachers, family interest surveys, parent and family workshops, Open House, Tiger Night, Elective Night, mid-term progress reports, 9-week report cards, school marquee, monthly CIT meetings, etc... to solicit parent and family participation and deliver important information in hopes of creating productive dialogue between home and school concerning improved student achievement.

III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parental involvement policy, each school shall jointly develop with parents and families for all children served under this part a School-Parent Compact outlining how parents and families, the entire school faculty, and students will share the responsibility for improved student academic achievement.

- The education of a student is not only the responsibility of the teacher, but also of the parent and family and the child. For this reason, a School-Parent Compact has been developed and is utilized in our school.
- The School-Parent Compact can be kept with the student's homeroom teacher and used in student, parent and family conferences. It can also be kept by the parent/guardian to remind each participant of their commitment to support their student's academic goals throughout the school year.
- The School-Parent Compact is used to motivate students, parents/guardians and families to become more involved in the educational process and to let them know that they are equal partners in their student's learning.

IV. REQUIREMENTS FOR BUILDING THE CAPACITY FOR PARENT & FAMILY INVOLVEMENT

To ensure effective involvement of parents and families to support a partnership among the school, parents, families, and the community to improve student academic achievement, each school and Local Educational Agency (LEA) assisted under this part:

1. **Shall** provide assistance to parents and families in understanding such topics as the State academic standards, State and local academic assessments, how to monitor a child's progress and how to work with educators to improve the achievement of their children:
 - Our school will provide for this provision as stated in the Parent and Family Engagement Policy and shared responsibilities for high student achievement sections of this document.
2. **Shall** provide materials and training to help parents and families work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate:
 - Our school **may** provide necessary literacy training from funds received under this if the Local Educational Agency (LEA) has exhausted all other reasonably available sources of funding for such training.
3. **Shall** educate teachers, specialized instruction support personnel, principals, other school leaders and other staff, with the assistance of parents, in the value and utility of contributions of parents and families, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs and build ties between parents and the school:
 - Faculty and staff members will be cognizant of educational research on parent and family involvement through Professional Development Trainings held throughout the school year and Professional Learning Communities (PLC) held weekly for teachers.
 - El Paso High School **may** involve parents and families in the development of training for teachers, principals, and other educators to improve the effectiveness of such training. Parental input will be solicited in parent meetings, through surveys, and during one-on-one conferences.
4. **Shall**, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other programs such as Parent or Counseling Resource Centers and **may** train parents to enhance the involvement of other parents. Our school **may** also develop appropriate roles for community-based organizations and businesses in parental involvement activities:
 - El Paso High School offers a unified continuum of educational services and federally funded programs for eligible students ages 3-21, which include:
 - **Special Education Program** - Provides services and accommodations for our disabled students
 - **504 Program** - Provides accommodations in the general education setting for those students with mental or physical disabilities that are not severe enough to qualify for special education
 - **LPAC Program** – This program requires the Language Proficiency Assessment Committee (LPAC), to make assessment decisions on an individual student basis to provide accommodations for non-native English speakers to assist them in becoming English Proficient.
 - **McKinney-Vento Program** - Provides support and services to students and families that have been identified as homeless, based on the McKinney-Vento Homeless Education Assistance Act.
 - **Homebound Program** - The Pregnancy Related Services (PRS) Program ensures each pregnant and young parent/student continues to receive quality instruction and prenatal support to keep students on track to graduate, for themselves and their child's future.

- EPISD offers free Pre-K 3 to eligible 3-year-olds, beginning in the 2023-2024 school year, both half-day and full day options at schools throughout the city of El Paso. Register for preschool programs at: <https://www.episd.org/Page/15405>.
 - The contents of our school's Counseling Resource Center are available throughout the school year to highlight the various resource pamphlets. The Testing Center includes computers for parents and families to access the Parent Portal and monitor their child's progress.
 - The Parent Teacher Student Association (PTSA) has been established in our school to create a forum for parental input and involvement. The PTSA is a nonprofit organization, run by parents, faculty, staff, and student volunteers who provide valuable support, services and programs to El Paso High School teachers and students. The PTSA can be accessed through their website at: <https://ephspsta.square.site/>.
 - EPISD actively recruits organizations, businesses, government agencies, the military, nonprofit agencies, and law enforcement to work with campuses as Partners in Education. PIEs often serve as Student Mentors, Science Fair Judges, career awareness presenters, and scholarship providers. If you are interested in becoming a Partner in Education please log on to: <https://www.episd.org/Page/503>.
5. **Shall** ensure that information related to school and parent/family programs, meetings, and other activities is sent to the parents/families in a format and, to the extent practicable, in a language the parents and families can understand:
 - El Paso High School communicates by posting information on our school website, on the marquee, on various social media outlets, via phone calls, emails, and texts to parents through our Blackboard system and through our Parent BAND App.
 6. **Shall** provide such other reasonable support for parental involvement activities under this section as parents may request:
 - Parents and families of all students, regardless of English proficiency, mobility, or disability, and parents/guardians and families of migratory children are an important part of our learning community. All parents and families are afforded the opportunity to be involved in their child's school environment. For this reason, if a special need is identified that would help a parent and family to understand the educational process and the academic progress of his/her child more fully, in a language such parents and families can understand, assistance will be provided to that parent. This type of support often comes in the form of interpreted school documents in a parent's primary language, having an interpreter on hand to translate valuable information at school wide meetings and events, working with an interpreter to provide translation in Parent/Teacher Conferences, making available parent and family resources in our Counseling Resource Center that are in English and Spanish, participating in faculty and staff training to better understand the culture of the students served, providing easier accessibility to parents and families and/or students with disabilities, etc.
 7. This document serves as an agreement between all parties that they will adhere to certain duties and responsibilities to ensure the success of the student. It is distributed to all parents and families at the beginning of each school year, via Blackboard email, at registration, Open House, Tiger Night, Coffee with the Principal meetings, **Title 1** meetings/Tiger Night, and at parent/teacher conferences. The School-Parent Compact is also available with the Campus Clerk, in the attendance office and with the Parent Engagement Liaison.

Sincerely,



Sandra Rocha, Ed.D.
El Paso High School Principal

