

West Ward Elementary School  
Parent and Family Engagement Policy  
2020 - 2021

The staff at West Ward Elementary takes pride in doing what is best for students, promoting a love of learning and academic growth. All parents and family members are welcomed, valued, and encouraged to participate in the educational process.

**Communication:** We believe communication between home and school is a two-way street. We strive to stay in touch with parents and family members through a number of different methods: student planners, take-home folders, fliers, KISD TV, campus marquee, newsletters, campus and district websites, Connect-Ed automated phone calls, notes, letters, emails, phone calls, and our Facebook page (<https://www.facebook.com/WestWardFamily>). In most cases, we try to communicate in English and Spanish. If you need school or district materials translated into a different language, please let us know. We strongly encourage parents to keep in touch with us and bring forward any concerns, immediately.

**Parent and Family Member Learning:** We try to keep parents apprised of the ever changing Texas academic standards, STAAR and KISD assessments, how to monitor your child's progress, and how to work with teachers as a team to help your student. Other classes will offer ways to help your child at home, including how to stay current with new technology. We understand that our parents work, attend school, or have other responsibilities that limit their time and ability to participate. To encourage parent involvement, we endeavor to schedule key meetings and classes at flexible times and dates to include morning and afternoon/evening sessions. Please send suggestions for learning topics to our Parent Liaison, Wayne C. Moore at (254) 336-1830 or via email at: [Wayne.C.Moore@killeenisd.org](mailto:Wayne.C.Moore@killeenisd.org).

**Wee Readers Literacy Group:** Siblings of West Ward students are invited to bring their parents to our Wee Readers Literacy Group. During Wee Reader time our Parent Liaison, Wayne C. Moore, provides activities that make learning fun. He, also, provides parents with tips on early reading activities to do at home. It is a great way to spend time with your child.

**Annual Title I Meeting:** Our annual Title I meeting is held in September of every school year. This meeting is offered at varied times and dates for the convenience of parents. All parents and family members are invited to attend. We want everyone to know about Title I and how we use these funds to ensure student success. We will discuss the Parent and Family Engagement Policy, Home-School Compact, "Parents Right to Know," and how to stay involved with your child's education. Information on the curriculum and current STAAR data will be presented.

**Title I Program Evaluation:** Our Title I program is evaluated several times per year by our Site Based Decision Making committee. SBDM provides input on our Campus Improvement Plan and assists in making decisions on how Title I funds are spent. If you would like to serve on SBDM, please contact Principal Tamara Thornhill at 254-336-1830. We value your opinion and welcome all parents who would like to serve. For parents unable to participate in SBDM, an annual meeting will be held for the purpose of evaluating the plan and gaining parent input on changes for the upcoming school year. Note, if for some reason the CIP is not satisfactory to parents, parent comments about the CIP will be submitted to KISD.

**Parent and Family Engagement Policy and Home-School Compact:** The Parent and Family Engagement Policy and Home-School Compact are evaluated, annually. As important stakeholders, it is imperative that parents provide input. As we meet to discuss and make any changes to these documents, we encourage your participation. Meeting times and dates will be announced in January. Both documents are posted on our campus website so parents, family members and the community have access. The website allows those viewing the documents to translate them into one of 107 different languages. The parent policy will, also, be made available during our Annual Title I Meeting. Teachers will contact parents to arrange conferences to discuss the Home-School Compact and to give parents more information about student achievement. Parents have the right to and are encouraged to participate in making decisions regarding to their child's education.

**Volunteer Orientation:** At the beginning of the school year, and throughout the year, our Volunteer Coordinator conducts volunteer orientations to highlight and outline KISD policies. If you would like to volunteer, please contact our Parent Liaison, Wayne C. Moore, at 254-336-1830 or via email at:

[Wayne.C.Moore@killeenisd.org](mailto:Wayne.C.Moore@killeenisd.org)..

**Staff Awareness:** Our campus staff receives training, each year, on the value of parent and family member participation in the educational process. We stress how to reach out to parents and family members and make them active participants in their child's learning. Our staff is kept up to date on the various parent programs and their role in the implementation and coordination of said programs.

**KISD Parent and Family Member Classes:** KISD offers classes free of charge for English as a Second Language, computers, and GED preparation. Empowered Parents workshops and the Parent Academy are also available. In addition, parents may attend and participate in the KISD Parent Advisory Council. Contact the Special Programs Department for more information at (254) 336-0240.

Revised 5/29/2020