

**Brookhaven Elementary School**  
**Parent & Family Engagement Policy (Title 1)**  
**2018-2019**

At Brookhaven Elementary, we are focused on doing what is best for students in order to create a challenging, positive learning environment where every Bronco grows every day. A thriving education is at its best when there is a solid foundation of communication between home and school. Brookhaven Elementary pledges to offer parents and family members various opportunities to be involved. Here are a few of those opportunities.

***Annual Meeting:*** A public hearing will be held in September of 2017. We will provide our parents and family members with information about Title 1 guidelines, our Campus Improvement Plan, the Parent and Family Engagement Policy and the Brookhaven Compact. The Compact and Campus Policy will be available in November 2017 and reviewed in April 2018.

***Sight Based Decision Making Committee:*** Monthly meetings of Brookhaven SBDM committee are held at least six times throughout the school year. This committee has elected members, administrative staff members, and special interest groups represented. The committee will also include a parent representative and a business representative.

***Volunteer Orientation:*** At the start of every new school year, and throughout the year, Brookhaven's Parent Liaison conducts a volunteer orientation to acquaint all adult volunteers with the procedures to make volunteering a success. Newcomer's Orientations will be held periodically throughout the school year. Led by the Parent Liaison, Newcomer's Orientation will enhance communication and volunteerism.

***Staff-Parent & Family Members Communication:*** Brookhaven will take an active role in establishing effective communication between staff, parents and family members. Some of the methods used may include:

- Biweekly and quarterly newsletters detailing curriculum focus and upcoming events
- Beginning of the school year grade level newsletter detailing expectations, procedures, etc.
- Community calendar on the hallway detailing upcoming events
- Weekly Folders, Agendas, Phone Calls, Marquee, Surveys, Home Visits, Parent Meetings, Conferences, Facebook page, the School Website, and Home Access

We strongly encourage parents and family members to contact their student's teacher when there is a concern by making an appointment to meet with the teacher. Brookhaven Elementary believes that there should not be anything we cannot work out together for the good of the student.

***Types of Parental and Family Engagement:*** At Brookhaven Elementary we support and encourage parental and family member involvement through, help at home, participation through volunteering at school, joining SBDM, joining the PTA, and attending school functions.

- Teachers –helping at home with school work
- Volunteers –contributing your time and skills to the school
- Decision Makers –participating in joint problem solving with the school at every level
- Supporters –ensuring compliance with student code of conduct and KISD policies and procedures
- Advocates -promoting the home-school connection

Brookhaven Elementary is a neighborhood school which was established in 1993. We will continue to strive to maintain a dynamic learning atmosphere where students can achieve academic excellence and where parents and family members feel welcomed and valued. Please let us know how we can make this a continuing tradition. We appreciate you

Revised 04/09/18