Horizon Elementary

School Parent and Family Engagement Policy

2022-2023

Horizon Elementary

Email: mball@murrayschools.org

Website: www.horizon.murrayschools.org

Tel: 801-264-7420

5180 S Glendon St. Murray, UT 84107

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PARENT AND FAMILY INPUT

Horizon Elementary believes that an effective school is created when students, parents and staff work together. Parents are an essential piece of their child's education and need the opportunity to participate. There must be multiple ways in which parents can be involved, and at all times; they must feel welcomed into the school community. Communication at all levels of the school is crucial for parents to stay involved in their child's education.

Jointly Developed

Parents and family members will work together with teachers and staff to develop the Engagement Policy and school wide plan through participation on the Community Council, which also serves as the Title I Committee at Horizon Elementary.

Input

Parents not on this committee will also be able to express their views and opinions through surveys, district interviews conducted, and feedback gathered at monthly PTA meetings. Parents are also invited to come to the monthly Community Council meetings to voice any problems, concerns, ideas, or with questions they have in regards to programs, and other policies at Horizon Elementary regarding their children's education.

Monthly Meetings

"There is a need—and a place—for every parent in every school."

These meetings are held monthly at a designated time and place. In addition to voting members elected, all parents are invited to attend and participate. The meeting dates and agendas are posted on the website, a copy posted on the front doors, and announced in the monthly PTA newsletters. Email and text reminders are also provided to allow as much participation and involvement as possible. During these meetings important decisions, policy development, and programs are discussed and an agreement is voted upon.

Annual Title I Meeting

Horizon Elementary will hold its annual Title I Meeting in conjunction with Back to School Night. At this time parents and families will hear a short presentation to inform them of the school's Title I requirements, what Title I is in conjunction with Murray City School District

Policy ADM 225, and explain how parents can be involved in their child's education. This meeting is scheduled to be held on August 11th, 2022.

Communication

Information will be distributed to all in attendance at the annual Title I Meeting explaining the engagement policy, Title I programs, ways to become involved, and an explanation of Title I requirements. This will be available in English and Spanish. Information will also be sent home during the first week of school to ensure that everyone has access to a copy. Other information regarding Title I programs and a child's participation in these programs will be sent to families in weekly or monthly newsletters, as well as copies posted on the school website. These important documents will be posted in English and Spanish. Horizon will use a variety of ways to communicate necessary information regarding school programs, and other parent activities in a variety of ways, such as:

- Newsletters and Written Notes
- Parent Teacher Conferences
- School Website
- Text Messages through Parent Square
- Emails

"At the end of the day, the most overwhelming key to a child's success is the positive involvement of parents."

-Jane Hull

Communication in a Language the Family Can Understand

Every effort will be made to send information in a language that the family can understand. Important Title I documents will be in English and Spanish when printed for distribution. Special attention will be given to families that indicate on their intake form that a different language other than English is the primary language. An ESL registration day is offered to students in the district that need translators to help register their children. Parents that could use this service will be notified, and the families will be offered translators at Parent Teacher Conferences.

SCHOOL-PARENT/FAMILY COMPACT

This compact will be developed jointly in Title I Committee meetings using information gathered through research-based practices for improved academic achievement. Information gathered through parent and student interviews, surveys, and parent input will also be considered as the parent and family compact is developed.

SCHOOL FAMILY COMPACT

	Student I will:	Parent I will:	Teacher I will:	School I will:
Prepared	Arrive at school on time and ready to learn.	Ensure my child attends school regularly and on time and with adequate sleep for their age. Contact school if student is absent for any reason.	Provide high quality, engaging curriculum and instruction in a supportive and effective learning environment that meets the states standards. Call home if student is absent more than 3 days.	Educate parents of the attendance policy. A student advocate will help with attendance issues and contact parents after 5 unexcused absences or 7 total absences.
Engage and Communicate	Respect other students, adults, and property. Listen, participate, ask for help when needed.	Attend scheduled conferences, commit to volunteering when possible, and contact the school with questions or concerns. Check for communication from the school via notes, texts, or emails.	Communicate with parents to keep them involved and informed using conferences, email, notes, phone calls, or texts. Send monthly newsletters. Welcome parent volunteers in the classroom.	Provide opportunities for parents to volunteer and participate on committees. Communicate with parents by keeping school website and marquee updated. Also keep parents informed through texts and emails.
Academic Success	Take home school work and backpack every day and complete and return all homework assignments. Commit to reading at home each day.	Read with my child on a regular basis. Check Illuminate on a regular basis for grades. Establish a distraction-free place and time to assist my child with homework.	Utilize evidence-based practices to support individualized student needs. Provide timely and meaningful feedback on assignments and assessments. Update gradebook regularly.	Send Senate Bill 150 reports to show reading levels (1-3). Send home progress reports as needed and report cards.
Social and Emotional Success	Verbally express my needs respectfully and ask for help if needed. Follow the school rules.	Support school systems and rules. Support staff and participate to resolve any issues. Communicate with school about issues and concerns that may affect child's academic or social success.	Create a supportive community in the classroom where students feel safe and ready to learn. Teach Second Steps in the classroom and model the social skills for the students.	School wide rules will be taught and enforced both with consequences and positive rewards. Structured recess and school rally will take place to provide a healthy school environment. A student advocate will work with students who need support with behavior and social skills.

CAPACITY BUILDING

Building Parent and Family Capacity

Horizon Elementary is committed to build strong relationships between parents and families and the school. This is an important piece to helping students academically succeed and engaging as many parents and families as possible. Horizon Elementary will do this in the following ways:

- Create an inviting and welcoming culture
- Hold parent workshops on an as needed basis
- Encourage parents to use resources such as IXL, Zearn, Seesaw, Lexia, and Reading A to Z
- Hold family nights such as:
  - School Fall Carnival
  - Parent Nights
  - Career Day with Parents
  - Field Trips

Provide Learning Materials to Families

Teachers work with the principal and the Title I Committee to decide an academic, social, or emotional need to focus on to raise student's academic achievement through the involvement of parents and families. This year, the focus will be on promoting family engagement through spending quality time together. Materials and training will be given to parents. This allows parents to be taught useful skills to help their child at home to build necessary skills that will transfer to all subject areas.

"Low parental involvement is generally not an indicator of low interest, but rather of community barriers that prevent schools from effectively engaging parents."

-Tiffany Anderson

Work with Parents as Partners

Horizon Elementary is committed to working with parents to ensure the academic success for all students. Teachers are committed to consistent communication through the use of Parent Square. This allows the teachers to communicate with parents about what the students are learning in the classroom, any expectations, and announcements. Teachers also understand the importance of parent teacher conferences and strive to make themselves available for all families using a flexible appointment schedule if necessary. Parents are invited to volunteer in the school allowing them to build a meaningful connection to home and school.

Another way Horizon Elementary is committed to working with students and parents is by providing a Student Advocate Teacher for the students and families at our school. The Student Advocate helps work with students and parents with behavior issues, social skills, attendance, or to direct students and families to available outside resources.

Jane Hull said, “At the end of the day, the most overwhelming key to a child’s success is the positive involvement of parents.” Horizon is teaching parents how to be involved in their child’s education by demonstrating effective communication between home and school, giving opportunities for involvement, parent education classes, and by providing learning materials. Parents are also given the opportunity to have input into their child’s education. When parents, teachers, administrators, and staff work hand in hand, students at Horizon succeed.