

Nansemond Parkway Elementary School

School Year: 2024-2025

Parent and Family Engagement Policy/Plan and Procedures

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

- A. **Nansemond Parkway Elementary School** will jointly develop/revise with parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement policy/procedures to the local community.
- Policy updates will be shared with the stakeholders and will be finalized by October 11, 2024.
 - **Nansemond Parkway Elementary School** Parent and Family Engagement policy/procedures will be available on the school website.
 - **Nansemond Parkway Elementary School** Parent and Family Engagement policy/procedures will be shared at the Annual Title I Meeting and copies of all documents will go home to all parents.
- B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.
- The 2024-2025 **Nansemond Parkway Elementary School** Annual Title I Meeting will be held on Tuesday, October 15, 2024, at 6:00 p.m. in the Gym.
 - This information will continue to be available to parents throughout the school year and will be posted on the school's website.
 - Parents will be notified via the school messenger system, school website, and flyers.
- C. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to Parent and Family Engagement.
- **Nansemond Parkway Elementary School**

10/11/2024; 6:00 - 7:00	Open House and Title I Information Night
12/10/2024; 6:00 - 7:30	Celebrating Unity Through Literacy Family Engagement Night
02/11/2025; 6:00 - 7:30	Are You Ready For Some STEM?
04/8/2025; 6:00 - 7:30	SOL Carnival
- D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, schoolwide under Section 1114, and the process of the school review and improvement under Section 1116.
- Parents are included on the School Improvement Planning and Review Committee.
 - Title I Parent Advisory Meetings will be held in October, December, February, and April.

E. Implement an effective means of outreach to parents of English learners, in a language the parents can understand, to inform them regarding how they can—

- be involved in the education of their children; and
- be active participants in assisting their children to—
 - attain English proficiency;
 - achieve at high levels within a well-rounded education; and
 - meet the challenging State academic standards expected of all students

- **Nansemond Parkway Elementary School** will provide information to parents in an understandable uniform format, including alternative formats upon the request of parents with disabilities and to the extent practicable in a language that parents can understand.

F. Provide parents of participating children—

- timely information about programs under this part;
- a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
- if requested by parents, 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 such suggestions as soon as practically possible.
- **Nansemond Parkway Elementary School** will conduct an annual meeting on October 15, 2024, to discuss Title I Program Requirements, Parental Involvement Policies - Districtwide and Schoolwide, School-Parent-Student Compact, Complaint Procedure, and **Nansemond Parkway Elementary School** Improvement Plan.
- **Nansemond Parkway Elementary School** conducts three formal, school-wide parent-teacher conferences during each academic year. Additionally, teachers, guidance counselors, and specialists are available for informal conferences and meetings on an as-needed basis.

- Progress reports are available every 4 ½ weeks through the Home Access Center (HAC).

G. If a schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district.

- The Complaint Procedure is shared during each Annual Title I meeting in October. Detailed information regarding receiving complaints, investigating complaints, resolving complaints, and appealing complaints is shared and explained, as well as sent home to all parents.

PART II REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level Parent and Family Engagement policy, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- **Nansemond Parkway Elementary School** conducts three formal, school-wide parent-teacher conferences during each academic year. Additionally, teachers, guidance counselors, and specialists are available for informal conferences and meetings on an as-needed basis.
- Communication logs are maintained by classroom, resource, and teacher specialists at **Nansemond Parkway Elementary School**.
- Grades are entered and available for parent viewing through an online program - Home Access Center.
- Progress Reports are provided to parents at 4 ½ week intervals and report cards are provided at 9 week intervals.
- Volunteers are encouraged to visit and participate with students in designated building common areas.
- **Nansemond Parkway Elementary School** will provide information to parents in an understandable uniform format, including alternative formats upon the request of parents with disabilities and to the extent practicable in a language that parents can understand.
- **Nansemond Parkway Elementary School** will offer Saturday Academy at Elephant's Fork Elementary School which offers remediation and acceleration sessions in Math and Reading/Writing for students K - 5. Students are provided interactive instruction and additional support based on recently taught content. Sessions are held during the months of October, November, December, January, February, March, April, and May.

BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school and district must:**

- Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.
- Provide materials and training to help parents work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).
 - Title 1 Parent Resource Center @ Booker T Washington Elementary School.
- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parents and their communities to increase academic achievement.
 - Faculty meetings and summer training provide professional development that focuses on academic achievement and behavior intervention strategies.
 - SPS district-wide professional development is offered through Frontline.
 - Providing Interventions to include Tier 3 program groups.
 - Differentiation

- Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement.
 - **Nansemond Parkway Elementary School** has two Early Start programs housed in the building.
 - **Nansemond Parkway Elementary School** coordinates before and after-school programs with Suffolk Parks & Recreation (AlphaBest).
 - Quarterly family engagement events.

- Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.
 - Parents will be notified by social media, website, flyers, and school messenger.

The following are allowable activities:

- 1) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - Parents are invited to participate on the Division Wide Title I Advisory Committee.
- 2) May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.
 - Training is infused in the parent night events.
- 3) May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - Carpool with friends and family.
- 4) May train parents to enhance the involvement of other parents.
 - Information is disseminated on social media accounts such as Facebook.
- 5) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.
 - School personnel will accommodate in-home and virtual meetings as needed.
 - Conferences in the afternoon and evenings.
 - Offer programs at varying times before and after school to increase participation opportunities.
 - Evaluate participation of programs to improve attendance in future events. .
- 6) May adopt and implement model approaches to improving Parent and Family Engagement.
 - Different approaches are accepted in order to improve parent and family engagement.
 - Invite at least 1 parent representative from the school members to attend an annual meeting and offer input and suggestions.
- 7) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.
 - One parent and an alternate are selected from **Nansemond Parkway Elementary School** to serve on the District Wide Committee.
- 8) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.
 - District and school-based information, flyers, and newsletters are published on the school website and monthly newsletter to families.

PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

PART IV-ADOPTION – This **Nansemond Parkway Elementary School** Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in the Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by **Nansemond Parkway Elementary School** on 10/08/24 and will be in effect for the period of 2024-2025. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 11/01/24.

Signature of Title I Authorized Representative

Date: October 11, 2025

Name and Signature of Parents, Students, and Staff Involved in the Policy Development Process:

Name: Tamatha Brown

Role or Title: Title I Interventionist

Signature:



Name: Donience Sessoms

Role or Title: Reading Specialist

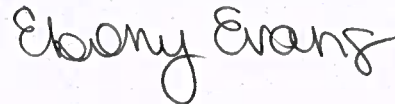
Signature:



Name: Ebony Evans

Role or Title: Special Education Teacher

Signature:



Name: Ellen Howard

Role or Title: Special Education Paraprofessional

Signature:



Name: Margaret Frarey

Role or Title: Parent

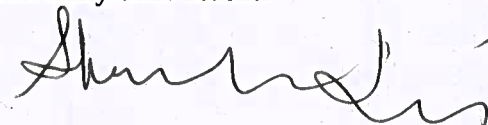
Signature:



Name: Sharonda Lewis

Role or Title: Early Start Teacher

Signature:



Name: Hannah Kish

Role or Title: Second Grade Classroom Teacher

Signature:



Name: Rachel Shirley

Role or Title: Second Grade Classroom Teacher

Signature:



Name: Mary Buller

Role or Title: Fifth Grade Classroom Teacher

Signature:



Name: Leticia Rouse

Role or Title: Principal

Signature:

