

# **Wayne Tanaka Elementary School Parent and Family Engagement Policy 2023-2024**

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## **PARENT AND FAMILY ENGAGEMENT PLAN**

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This plan has been jointly developed and agreed upon by parents and the staff of Wayne Tanaka Elementary School. This plan will be reviewed and evaluated annually at the Annual Title I Parent Involvement Meeting, September 6, 2023, and the Title I Parent Informational Meeting, in April of 2024. Young children are welcome at every meeting and if the need arises, the possibility of transportation or home visits may be able to be arranged. Additionally, the meetings may be attended virtually. Tanaka's Parent and Family Engagement Policy, developed by parents and staff, will be distributed in an understandable and uniform format in a language parents can understand. It will also be posted on the Tanaka website.

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## **DISTRICT WIDE PARENT SURVEY**

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Every year parents are strongly encouraged to participate in the District-wide parent survey. The results will be shared with the Tanaka community during the Annual Title I Parent Involvement Meeting. The majority of the 2023 results for Tanaka showed favorable responses. The results of the survey are also posted on the Tanaka website. Results are used to help develop the Parent and Family Engagement policy at Tanaka Elementary School. In conjunction with parent evaluations, we will be working with FACES (Family and Community Engagement Services) in order to provide virtual and digital support and training to our families. In order to increase participation in the parent survey, Tanaka will have computers available to parents in our office and at evening activities during the survey window. We will also post the parent survey link on our website

Parents and guardians are also given evaluations after every parent meeting. These evaluations are reviewed and the results are taken into consideration for future meeting topics as well as the development of the family engagement policy. During the last school year, results show that parents are mostly looking for ways to help their students be successful in school especially in reading and math. Our parent meeting plan this year is to provide meaningful strategies and activities to assist our parents with these goals in mind. Tanaka will offer parent trainings after school. Parents will be provided instruction on a specific skill or strategy that they can do at home with their child. We emphasize in these meetings that the subject matter is a direct result of parent feedback.

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## **SCHOOL PERFORMANCE PLAN**

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We encourage and ask for parent participation on our community involvement committee. We invite parent representatives to participate in creating our School Performance Plan. These parents participate in planning sessions, data inquiry review, action step development, and act as liaisons to help reach other parents at the school. Parents participate in Parent/Teacher conferences to review progress towards state and federal education goals. Monthly parent meetings enable them to further develop their ability to

help their children meet state and federal goals. The Tanaka campus has open communication between parents, staff, and administration.

## EDUCATIONAL INVOLVEMENT ACCORD

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The Educational Involvement Accords are integrated into the registration process through Infinite Campus. Parents must review the Accord prior to completing their child's registration. Administrators and teachers will have access to the Accords when needed for parent/student conferences or other occasions. Teachers will refer to these accords as the need arises throughout the year.

## IMPROVE STUDENT ACADEMIC ACHIEVEMENT

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### A. ASSISTING PARENTS IN UNDERSTANDING STANDARDS AND REQUIREMENTS

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Assistance is provided at any time to parents in understanding the State's academic content standards, the State's student academic achievement standards, the State and local academic assessments including alternate assessments, and the State's proficiency level targets. Parents are also provided with a link to the Nevada Academic Content Standards on the Tanaka website under Title I. Administration, staff, and teachers answer questions concerning the standards, the school's curriculum, as well as share data that identify their child's current progress towards the standards. Tanaka is committed to assisting parents in interpreting the data received from the District and the State Department of Education. Parents are encouraged to use Infinite Campus to monitor their child's progress. Parent meetings are when many parent questions and concerns are addressed. During these parent meetings, we also provide strategies to assist parents in how to work and communicate with their child's teacher.

### B. PROVIDE PARENTS MATERIALS AND TRAINING

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Parents will be provided with materials and training to assist their students during planned parent meetings. Tanaka Elementary School is also working with the ELLP Parent Involvement Program and Family and Community Engagement Services (FACES) to provide trainings relevant to the needs of our parents.

### C. EDUCATE TEACHERS ON PARENT INVOLVEMENT

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With the input of Tanaka parents, strategies, and trainings are provided to the Tanaka staff on how to reach out, communicate, and work with parents as equal partners. Tanaka will offer training for teachers periodically in order to support the Tanaka philosophy of parent involvement. This includes training on how to hold productive conferences with parents and stresses the importance of good communication. Tanaka also holds Professional Learning Meetings and book studies to assist with teacher understanding of important community issues. Tanaka is committed to building ties between parents, the community and school.

## **D. COMMUNICATION**

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Tanaka will make every effort to ensure that information is shared with the parents and community in an understandable format and in a language that parents can understand. Tanaka will provide newsletters, school notices, and report cards in both English and Spanish. We also try to ensure that there is a translator available at all parent engagement activities and bilingual staff working in the school office. The Tanaka website provides links to important documents and information in both English and Spanish. Alternative formats of communication may be provided upon request, and, to the extent practicable, in a language the parents and family members can understand.

## **E. COORDINATION WITH OTHER PROGRAMS**

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Efforts will be made by the school to coordinate and integrate parent involvement activities within the community. Community resources are shared with parents during the parent meetings. Parents will be informed regarding Boy's Town, Title 1 Hope, School bell, Spread the Word Nevada, 21<sup>st</sup> Century after school program, EyeCare 4 Kids, and Aloha Lion's Club. They are also provided with information about free tutoring programs, food pantries, and the free programs offered by Parenting Project. These programs will be coordinated together to provide parents the best opportunities for themselves and their children.

## **F. SUPPORT PARENT REQUESTS**

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Tanaka will continue to provide parents with opportunities to voice their needs. Regularly held meetings will be advertised and communicated through notices sent home and with messages on ParentLink in order to encourage involvement and improve coordination efforts. We review the results of parent evaluations to ensure that we are addressing the needs of our families. Tanaka Elementary is committed to providing parents with the resources necessary to support their child's success inside and outside the classroom.