

**Willow Springs Elementary School**  
*Parent and Family Engagement Policy*  
2024-2025

The staff at Willow Springs Elementary take pride in doing what is best for students while promoting a love of learning and academic growth. We are committed to promoting a positive learning community through engaging instruction, building relationships, and inspiring all students to meet their highest potential and become lifelong learners.

**Communication:** We believe communication between home and school is on-going and meaningful. We stay in touch with parents and family members in several ways: daily take home folders, Wednesday folders, fliers, KISD TV channel, campus marquee, WSES monthly newsletters, campus website, ConnectEd automated phone calls, Blackboard emails, Schoology, and SeeSaw.

Parents and family members may contact us through phone calls, notes, emails, Schoology, and daily take home folders. We strongly encourage parents to contact their student's teacher when there is a concern so that we can work together for the good of the student. Written materials will be sent home in both English and Spanish. If we need to translate things into another language, please contact the school office. We will do our best to accommodate you.

**Parent and Family Member Learning:** We'll help you understand the challenging Texas academic standards, give you information about STAAR and Killeen ISD assessments, explain how to monitor your child's progress, and how to work with teachers as a team to help your child succeed. 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 schedules. To encourage parent involvement and engagement, we strive to schedule key meetings and classes at flexible times and dates. Parents can access their child's curriculum by using the TEK Resource Parent Portal. Additionally, parents can actively monitor their student's grades through the Home Access Center.

Additional classes will be provided to support your student at home, such as how to remain current with the ever-changing world of technology. We will make every effort to provide these information meetings on a variety of dates and times. If you have any suggestions about our learning topics, please contact our counselors.

**Little Blue Jay Club:** We understand how important early literacy is for our students. To encourage reading before entering school our counselors offer Little Blue Jays once per week for children ages two through four. During this time, parents are invited to bring their younger, non-school age students to engage in hands on learning experiences that guide parents through activities that can be done at home with their children.

**Annual Title I Meeting:** Our annual Title I meeting is held in September of every school year. This meeting is offered on two dates, one in the morning and one during the evening to allow parents an opportunity to attend one of the dates. All parents and family members are invited to attend. During this time, we want to share with you what Title I is and how these funds are used to ensure students are successful. We also discuss the Parent and Family Engagement Policy, the Home-School Compact, "Parents Right to Know" and a variety of ways you can be involved to support your child's education. The curriculum we use, academic assessments, and what our current data is will be provided as well.

**Title I Program Evaluation:** Several times a year our Site Based Decision Making committee evaluates our Title I program and progress. The SBDM, which must include one parent, provides input on our Campus Improvement Plan and assists in making decisions about how Title I funds are spent. If you are interested in serving on SBDM, please contact WSES principal, Mrs. Locke. Since we know not all parents are able to serve on this committee, we provide an annual meeting that evaluates the plan and gains parents input on changes for the upcoming year. Please know, that if the CIP is for some reason not satisfactory to parents, parent comments about the CIP will be submitted to the Special Programs office of KISD.

**Parent and Family Engagement Policy and Home-School Compact:** Every Spring we must review the Family Engagement Policy and Home-School Compact. We discuss and make changes to these documents for the next school year. During this time, we would greatly appreciate your support and input! Parents and family members are a crucial, required part of this process. Both documents are posted on our campus website so that parents, family members, and the community have access to them. Our website will allow you to translate any posted information into any of the 107 different languages. The parent policy is also made available during the Annual Title I Meeting and is included in our School Handbook. Your child's teacher will also share information about the Home-School Compact during parent teacher conferences as well as your child's progress at school. All parents have the right to participate in decisions relating to their child's education.

**Volunteer Orientation:** At the beginning of the school year and through the year, our counselors conduct a volunteer orientation to outline KISD policies. If you would like to volunteer, please contact 336-2020.

**Staff Awareness:** Willow Springs staff members receive annual training about the value of parent and family contributions at school. We discuss how to build community and work with parents as equal partners to make sure that all students are successful in their learning. Our staff is kept up to date on our various parent programs, their role in the implementation and coordination of the programs, and how they can encourage parent and family participation.

**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 Advisory 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 337-0240.

Reviewed/Revised April 24, 2024