

Purpose of this Policy and Compact

Efforts will be made to clearly articulate the school's intentions to engage with and involve parents and caregivers in the educational process

Sleepy Hollow Elementary is a Title I school within Fairfax County Public Schools' (FCPS) and utilizes the Title I grant to improve student achievement and help all students meet the objectives of the FCPS Program of Studies and the Virginia Standards of Learning. A partnership with families is essential to meeting this goal.

Under Title I, Part A of the Elementary and Secondary Education Act, schools that receive Title I funds are expected to collaborate with families to develop and maintain a parent and family engagement policy that describes the school's approach to involve families in students' learning and includes a compact expressing the partnerships among staff, caregivers, and students to reach high academic goals for every student.

Sleepy Hollow Elementary jointly developed this policy and compact with members of the school community and adopted it for the 2024-2025 school year. Several the provisions specifically address state or federal expectations for the policy and compact.

This policy and compact is distributed to all caregivers in a language that families can understand. Caregivers have opportunities to provide comments and feedback on the policy and compact through communication bet Comments are submitted with the school's policy and compact to FCPS central offices and the Virginia Department of Education (VDOE). This policy and compact are made available to the broader school community through the school website.

Important Dates

Parent-Teacher Conferences

- November 4, & 5
- additional dates, as needed.

Progress Report Distribution

- November 12
- February 4
- April 7
- June 12

School Events

- New Teacher Meet and Great – August 15
- Open House – August 16
- Back to School Night and Annual Meeting: September
- Level IV, AAP information meeting: October 9
- Parent Coffee – Monthly starting September 6
- Literature Night – January 10



Building Capacity for Engagement

Efforts will be made to ensure parents/caregivers are actively involved in the development, implementation, monitoring, and evaluation of the school's Title I program, including the following:

- Provide family members a voice in decision-making on committees, such as PTA meetings and parents coffees.
- Engage caregiver input when developing the School Improvement and Innovation Plan (SIIP), Comprehensive Needs Assessment, the Title I Parent and Family Engagement Policy and Compact and plans for use of Title I family engagement funding.
- Seek feedback from families on programs within the SIIP, offer multiple methods for caregivers to submit comments about programs they may not find satisfactory, and submit any such comments with SIIP to FCPS central offices.
- Invite family members to help in organizing and executing a variety of school events to build collective ownership, such as giving input for STEAM Lab, Math Club, Science Olympiad, parent teacher coffee workshops, curriculum nights, resource nights and school wide field trips.
- Provide opportunities for caregivers to volunteer within the school in various ways, such as Library book visits, Wednesday folders, copying, mentoring, attend field trips, working with small groups and classroom read-a-loud.
- Encourage families to take part in the annual evaluation of the division-level Title I parent and family engagement policy in order to identify:
 - barriers to greater family participation,
 - ways to help family members be better able to assist in student learning, and
 - strategies to support successful school and family interactions.

Effective Communication with Parents

Efforts will be made to ensure parents/caregivers receive meaningful communication in a timely manner, including the following:

- Use multiple methods of communication to families such as Principal Message through News-you-choose, eNotify, Talking Points, website, marquis, Social Media sites and Wednesday folders.
- Encourage all caregivers to attend an annual meeting on **September 10**, to share information about Title I services, explain Title I grant requirements, and inform families of their right to be involved in the school.
- Share school and student performance data with families in ways that seek their ideas about how to improve performance toward Virginia's challenging academic standards, such as back to school night, curriculum night and during parent-teacher conferences.
- Provide opportunities throughout the year for families to better understand the school's goals for students and find ways to improve student learning by attending parent coffee and parent teacher conferences.
- Maintain resources for caregivers to review student assignments and ongoing communication about student work, such as Parent View, Schoology, team monthly newsletter and Wednesday folders.
- Provide ongoing feedback on student progress through quarterly progress reports that show specific areas of proficiency and areas for continued growth.
- Hold parent-teacher conferences for all students at least annually in the fall and more often, as needed.

Shared Responsibilities for High Academic Achievement

Efforts will be made to ensure parents/caregivers receive materials, training, and benefits from school partnerships with social and academic services, community-based organizations, and businesses, including the following:

- Hold workshops connecting caregivers to tools and resources, such as Advance academics, FLE, Partners-in-Print, and parent coffee.
- Offer regular opportunities for families to learn directly from school staff about the school's academic, behavioral, and social programming through Curriculum Nights and parent-teacher conferences.
- Encourage participation in family learning events where caregivers learn strategies to support their child's learning at home and have a chance to practice those strategies with their child, such as Partners-in-Print, Curriculum Nights, Science Night and family-oriented events.
- Provide ongoing access to resources in the school, such as the parent liaison.
- Provide mentors for students by parents and staff mentors, through the school counselor's leadership and guidance.
- Provide opportunities to donate and access supplies donated by others through the family center such as clothing items, student supplies donated by the parent community, and various school partners.
- Leverage partnerships with local businesses and organizations to enhance school programs and events, such as SEVA Foundation and Patient First sponsorship.
- Support parents in accessing county and community resources, through the parent liaison, school counselor and social worker.
- Offer outreach and training for targeted families, such as Curriculum nights and parent coffee.

Welcoming All Families

Efforts will be made to ensure that all parents/caregivers are welcomed and provided opportunities to actively engage within the school, including the following:

- Create a welcoming atmosphere at the school with school-wide collaborative planning.
- Provide interpretation services for parent-teacher conferences, workshops, and meetings.
- Translate or provide interpretation of all school documents and communication to make them accessible in the caregiver's preferred correspondence language and for those with vision or hearing impairments.
- Support two-way communication between families and staff through assistance of a parent liaison for teacher conferences, parent coffee and curriculum-oriented events.
- Expand access for family participation in informational meetings and learning sessions through newsletters, website, and social media sites.

Compact Provisions

School staff, parents/caregivers, and students must work together to ensure a student success.

The staff will:

Provide a high-quality curriculum and instruction that enables students to meet challenging academic standard through the following actions:

- Teach all students according to the state's challenging standards, using approved curriculum resources.
- Provide ongoing professional development and support to all teachers to ensure effective instructional practices are used in all classrooms.
- Reflect on instructional practices.
- Teach concepts to children in accordance with the State Standards of Learning and county program of studies.

Provide a supportive and effective learning environment for students through the following actions:

- Provide clear expectations for student behavior and academic learning.
- Offer a variety of resources to help students with their learning.
- Be aware of and responsive to the individual needs of each student.
- We commit to the social and emotional health of our students through the partnership with the families and community.

Provide assistance to caregivers in understanding the school's program through the following actions:

- Hold an annual meeting to present information on the school's Title I programs, state and division curriculum, and assessments, and the school's state and federal accountability status.
- Provide multiple opportunities for caregivers to ask questions and give input into the Title I programs.
 - Parent coffee.

Build caregivers' involvement in the school's Title I program through the following actions:

- Include caregivers as members of the School Improvement and Innovation Planning (SIIP) Committee and as collaborators in developing the SIIP and plans for the use of Title I family engagement funds.
- Invite to attend Open House, Back to School Events, Parent-Teacher Conferences, and other school events.

The parents/caregivers will:

Demonstrate understanding that participation in my child's education will help his or her achievement through the following actions:

- Participate in decisions related to school programs and my child's education and share my questions or comments about the programs in my child's school.
- Volunteer in my child's classroom or in school activities, as my schedule allows.
- Encourage and support my child's learning at home and at school.
- Encourage and support my child's consistent daily school attendance.

The student will:

Share the responsibility to improve my academic learning to achieve the state's challenging standards through the following's actions:

- Get enough sleep every night.
- Come to school on time unless I am sick.
- Try my hardest and work with my classmates to complete learning tasks.
- Give my parents all notes and papers from my teacher.
- Ask for help when I'm not sure what to do.
- Eat breakfast and lunch every day.
- Know my teacher's name.

