



Veterans Memorial Elementary
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"Be the change you wish to see in the world." M.K. Gandhi

Family and Community Involvement Policy

Rationale

To emphasize the importance that parent/family and community involvement plays in the success of every student and achievement of educational goals. This policy is intended to further enhance parent/family and community involvement in the school.

Home-School Connection

Communication is an important component of all parent/family and community involvement activities. Communication promotes clear, effective and meaningful two-way communication between the home and the school.

1. **General Communication:** School events are publicized through the weekly electronic newsletter, the school's webpage, the automated school telephone message system, school sponsored informational meetings along with written notices and flyers.
2. **Classroom Communication:** Teachers should establish and maintain regular communication to enhance and support the involvement of families as a partner in the learning process. Types of communication can include classroom/team websites, classroom/team newsletters, effective use of the daily student planner, parent/teacher and student-led conferences, email and telephone calls.
3. **Open-Door Policy:** The school welcomes parents to visit the school and classrooms at anytime. The school has established procedures for visitors to the school intended to maintain a safe learning environment for all students and staff members. All visitors are required to follow visitor procedures and protocols. All visitors are expected to be respectful of the importance of maintaining a high quality learning environment at all times and not disrupt or interfere with the teaching and learning process.
4. **Diversity/Sensitivity:** School staff members demonstrate an awareness and respect of various cultures and the individual learning needs of students including language and exceptionalities.
5. **Accommodation to Parent Schedules:** Reasonable efforts are made to accommodate the schedule of parents whenever possible.

Parents/Family and Community as Supporters

Opportunities are provided for parents to become actively involved in the education of their children.

1. **Parent/Family Communication:** Information for parents will be maintained on the school and classroom/team webpage. Any family that does not have access to information via the internet will be provided with a print copy of information upon request.
2. **Parent/Family and Community Volunteers:** The school recognizes and values the importance of parent/family and community volunteers to the success of the school. The school and the school district follow established policies and procedures for identifying school and classroom volunteers.
3. **Parent/Family and Community Organizations:** Opportunities for parents/families and community members to be involved in the decision making at the school level are provided through the Parent Teacher Organization (PTO) and the School Advisory Committee (SAC).
4. **Participation in Planning:** Parents/family and community members will have opportunities annually to provide feedback intended to improve the school's family and community involvement programs.

COLLIER COUNTY CHARACTER EDUCATION TRAITS

*Citizenship Cooperation Honesty Kindness Patriotism Perseverance
Respect Responsibility Self-Control Tolerance*

Parenting and the Educational Process

Opportunities to enhance parenting skills support the educational process.

1. **Community Partnerships:** The school actively recruits and maintains partnerships with community and business partners to support and enhance educational programs and experiences for students.
2. **Community Volunteers:** The school has an established volunteer program to further enhance the family/community involvement, mentoring, tutoring and enrichment programs for students and to assist with activities at the school and classroom levels.
3. **Parent/Family and Community Training:** The school provides several opportunities throughout the school year for parent trainings on various topics related to supporting the success of students and families in the educational process.
4. **School Readiness:** The school provides an annual parent/family orientation for incoming kindergarten students who will be beginning their educational journey in the school.
5. **Transition to Middle School:** The school works collaboratively with the middle school to ensure the smooth transition of students from the elementary to middle school.

Parents as Teachers

As a child's first and most important teacher, the role of parents/family members is strengthened by the school.

Parents as Resources

The school recognizes the contributions of parents to the school.

1. **Parent Knowledge and Skills:** The school actively seeks out the specific talents, skills and resources of parents/family, and community members to support the educational process for students.
2. **Employment for Parents/family and community members:** Parents/family and community members are considered for employment opportunities within the school.

Parents as Participants in Decision-Making

The school looks to parents/family and community members to assist with decision-making and reaches out to individuals to be involved in providing feedback and to be actively involved in the decision making process:

1. **School Improvement Process:** Parents are made aware of the School Improvement Process and encouraged to be involved in the School Advisory Committee (SAC).
2. **School Improvement Plan:** The school improvement plan is accessible to parents/family and community members through the district/school website and in the school office.

Training of School Personnel

The school staff is provided with training annually on the importance of parental/family and community involvement along with strategies to enhance parental and community involvement.

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