

# **Caprock High School Parent Involvement Policy**

Updated April 21, 2016 (*disponible en español*)

## **Statement of Purpose**

Caprock High School is committed to the goal of providing quality education for every student in our school and to establish partnerships with parents/guardians, teachers and our community with dedication to excellence in teaching and learning. Parental support for the students and for the school is critical to our children's success. 9<sup>th</sup> through 12<sup>th</sup> grade level goals and expectations for students of Caprock will be available to parents in the school office upon request and can be accessed on our campus and district websites so that all students will work toward achieving these goals. We recognize that some students may need extra assistance available through various programs to reach these goals. Caprock invites parents to participate in all aspects of the school's programs. The goal is home-school partnerships that will help all students at Caprock to succeed.

## **Parent Involvement in Developing the Policy**

An Advisory Committee consisting of parents and students from each grade level, community/business members, a teacher, an administrative principal and the Parent Liaison will meet to develop our school Parental Involvement Policy. Our Advisory Committee may maintain its previous members and invite new volunteers each year to join our team. Special attention will be given to recruit a diverse group of parents/guardians and students at Caprock with a meeting to be held once a year plus an option to attend a campus team meeting. Minutes of the parent advisory meeting will be posted on the Caprock website.

Brief surveys may be used to receive input concerning Caprock's Parent Involvement Policy from students and parents/guardians throughout the school year. Surveys can be printed in English and Spanish and help may be provided to assist in completing the survey as needed.

The Caprock Parent Advisory Committee (PAC) will be involved in the policy review and improvement. The committee will evaluate the effectiveness of the policy each year and post the updated document on the campus website and be included in the fall registration packets. The committee will revise its parent involvement policy on the basis of the annual review.

## **Meeting for Parents**

At Open House, grade level house meetings for parents may be held to provide information about expectations for their child. Other meetings may be offered in the evening, early morning, lunch time or after school each semester. Caprock will provide campus Title I program information in English and Spanish to parents/guardians of our students. A written notice about the meeting time and a reminder phone call, email or text when possible will be given. Our Parent Involvement Policy & Compact will be available at school registration, Open House and in the front office waiting area to help parents be aware that a PAC exists on our campus and what we do each year. School administrators and/or Parent Liaison will attend annual training and share information on Title I programs and policy requirements.

## **Home-School Compact**

The Home-School Compact will:

- Be developed jointly with parents/guardians, students, staff and reviewed each year.
- Describe responsibilities of parents/guardians, students and school to improve student performance.
- Describe the schools responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment.
- Describe ways in which parents will be responsible for supporting their student's learning.
- Describe student responsibilities, which may vary by grade level.
- Address the importance of establishing ongoing, good communication between teachers and parents/guardians (at a minimum, conferences, progress reports and access to staff).

A copy of the Compact in English/Spanish will be posted on our website and included in the student registration packet and given out by the office staff as new students are enrolled.

## **Staff/Parent Communications**

Communication with parents and students may include newsletters distributed each semester along with videos posted on the campus website. There will be postcard notices and information mailed to the homes, recorded phone calls using School Messenger System, optional text/email one-way broadcast messaging, postings on the CHS website, conferences and home visits as needed. Teachers and staff will be encouraged to communicate positive information to parents, to be available by phone/email, and to respond to parent requests in a timely manner. Parents will be encouraged to take the initiative in calling their child's teacher when they are concerns or questions. They may also call the school office and ask for an interpreter for conferences. Notices in English and other appropriate languages may be sent home when necessary. Staff will receive training on how to improve home-school communication during staff development. Parents may be invited to participate in such training sessions. Parents will be encouraged to continue their involvement at all levels of their child's education.

## **Matching Programs to the Needs of Our School Community**

Each year Caprock High School will assess the needs of parents and students in our school community through a variety of measures including questionnaires or surveys sent home to parents, so that our school will be tailored to meet those needs. Parents can access information on the CHS website about various parent education opportunities including conferences, seminars or workshops that are available on or off campus. Parents may also be notified about these opportunities through a postcard mail out, emails/text and posting of flyers in the school. Parents may contact the Parent Liaison to express an interest in joining the PAC, the Longhorn Parents of Successful Student Education (P.O.S.S.E.) volunteer group and/or to find a particular workshop topic or make suggestions.

For questions/concerns contact 326-2249 or email [lina.sisneros@amaisd.org](mailto:lina.sisneros@amaisd.org) (se habla español)