

Parental and Family Engagement Policy

Pennsylvania Avenue School

2017-2018

Pennsylvania Avenue School encourages involvement of parents through an active Parent Resource Center and Parent Advisory Council (PAC). Parents are encouraged to assist in such activities as: School Book Fairs, Pizza/Bingo Night, Fun/Field Day and Back to School Night.

In order to build an effective home-school partnership, Pennsylvania Avenue School will provide the following:

1. An annual “Open House” meeting where parents will meet their child’s teacher and be reassured of their rights and responsibility to be involved in their child’s education.
2. A flexible number of meetings and activities throughout the year to assist parents in understanding the federal and state academic content and student achievement standards, as well as local academic assessments. Meetings will also focus on how parents and teachers can work together to monitor the child’s progress in order to improve student achievement.
3. A varied schedule for meetings and conferences in order to accommodate the needs of parents.
4. A minimum of two scheduled parent conferences, where the progress of the student will be discussed as well as the expectations for the grade level, school curriculum, test information and any other concerns that the teacher or parent may have.
5. Continuous communication to assist parents in understanding the school curriculum and student achievement through Newsletters, eChalk Webpage, School Report Card, Parent-Pupil Handbook, connect-ed telephone communication system, handouts and mailings and student achievement reports. Newsletters will include parenting tips and suggestions. All invitations will be sent in a timely manner with an additional follow-up reminder.
6. A school-parent compact designed by parents and school staff that outlines how parents, school staff and students share the responsibility for improving learning.

Every effort will be made to communicate with parents in a format and language that is easily understandable by all. Parents and community members are always welcome at Pennsylvania Avenue School.

**ATLANTIC CITY SCHOOLS
PARENT ADVISORY COUNCIL
PENNSYLVANIA AVENUE SCHOOL**

BY-LAWS

1. PURPOSE

The primary objective of the Pennsylvania Avenue School is to ensure that children and their families are both physically and mentally prepared for today's challenges. Through comprehensive services, we strive to meet the developmental needs of children and their families to create a more positive lifestyle.

The purpose of the Parent Advisory Council is to act as a voice of the community and to assure that the Parent Advisory Council is meeting the needs of the families and the students to which it services.

The Executive Board will:

- . Provide credibility and appropriate representation of community interests.
- . Offer advice when the P. A. C. encounters problems.
- . Work to gauge public opinions.
- . Play a public relations role within the community.
- . With the assistance of the Principal and Assistant Principal, offer support and guidance when the P. A. C. is working with special interest groups.
- . Assist in identification of fundraisers when appropriate.
- . Review and make suggestions regarding programming and work along with site-based committees.

II. MEMBERSHIP

The local community Executive Board must function and be facilitated by the Executive Board. Its Membership must reflect the cultural and the ethnic diversity of the community as reflected by the latest census provided by the Atlantic County Children and Family Initiative (CFI) workshop. Members must live in the community and should include all parents of children who attend the Pennsylvania Avenue School.

1. The Executive Board will collaborate on responsibilities set out below. At a minimum:
Provide input and advice to the school regarding the implementation of ideas that reflects the findings of the annual goals.
2. Work with the school in the development and implementation of programs.

3. Drive for the services that are needed in the community and school.

III. VOTING RIGHTS

Each member of the Executive Board shall have one vote.

IV. OFFICERS

The officers of the Executive Board shall consist of a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, Treasurer, and Public Relations.

DUTIES

Members having more than 3 unexcused absences will be considered inactive unless actively participating on a committee.

Chairperson The Chairperson shall preside at all Executive Board meetings and work in conjunction with the Principal and/or Vice-Principal and the school district in setting up meetings and agendas. The Chairperson is expected to represent the student and staff at its monthly committee meetings.

Vice-Chairperson The Vice-Chairperson shall preside at all meetings in the absence of the Chairperson and will conduct all duties as assigned to the Chairperson is expected to help perform public relations duties as well as duties the Chairperson cannot perform.

Secretary The Secretary shall be responsible for recording. The Chairperson will be selected on a volunteer basis and shall be a member in good standing. Special committees shall serve one year. The following standing committees shall be established.

Planning and Fundraising Committee – The planning and fundraising committees shall provide input in long range planning; provide credibility and appropriate representation of community interest; and assist in identification of funding sources when appropriate.

Outreach Committee – The outreach committee shall serve under the Public Relations committee and carry out responsibilities as defined under Public Relations.

Phone Chain Committee – The phone chain committee is responsible for calling parents making them aware of all activities in the school and keeps an updated list of all students' telephone number(s) when possible.

Welfare Committee – The Welfare Committee is responsible for planning and creating care-packages to be awarded to students who are in need during all holidays or in the case of an emergency crisis. The Welfare Committee shall work closely with the guidance counselor and/or teachers to identify those students.

Evaluation Committee – The Evaluation Committee shall review the purpose of the Parent Advisory Council as well as data to determine the extent of overall effectiveness of the program.

All committee plans must have the final approval of the general membership.

V- AMENDMENTS TO THE BY-LAWS

The By-Laws shall come into effect upon the affirmative vote of the majority of the membership. Proposed amendments may be submitted in writing to the chairperson. Proposed amendments shall be approved upon a majority vote of the membership.

Parliamentary Rules for Meetings – Robert’s Rules of Order, newly revised, or modifications thereof shall govern.

**Pennsylvania Avenue School
School-Parent-Student
Compact Agreement
2017-2018**

We, the Pennsylvania Avenue School family established this parent-school-student compact to increase the responsibility between home and school to assure that every Pennsylvania Avenue School student attains high standards of achievement through a quality education as life-long learners. This compact agreement is a component of the school level parental involvement policy and was developed *jointly* with parents of the Pennsylvania Avenue School Parent Advisory Council (PAC) and Parent Center.

As a parent/guardian, I, _____ will strive to encourage and foster high standards of academic achievement and positive behavior by:

- Supporting my son/daughter by ensuring that they attend school daily, arrive to school on time, refrain from picking them up from school early and ensuring that they are prepared with homework, school supplies and school uniform.
- Signing up my son/daughter for one of the after school programs and ensure that they attend regularly.
- Encouraging my son/daughter to complete all school and homework assignments daily by checking and signing their school agendas.
- Assisting my child with homework, spend scheduled quality time each day with my son/daughter reading, writing or just listening to them for at least 30 minutes.
- Showing respect and support for my son/daughter, the staff, and the school and encourage my son/daughter to follow the rules and regulations of the school.
- Staying aware of what my son/daughter is learning and communicate *monthly* with my child's school by attending functions, reviewing homework, attending parent-teacher conferences, calling the school and volunteering.
- Participating in school or district level Parent Advisory Council (PAC) groups/activities, No Child Left Behind Committee and Parent Center to contribute to the decision-making process at the Pennsylvania Avenue School and the district as a whole.
- Monitoring the amount of time and content of my child's T.V. viewing and music listening and make sure that they understand reality from entertainment.
- Motivating and encouraging my son/daughter to participate in at least one extracurricular activity (i.e. school/community sports, organization, after school clubs and recreation).

As a student, I, _____ will strive to be the best learner that I can be and ride the wave to success and academic achievement by:

- Believing that I can learn and strive hard to be the best student that I can be.
- Asking for help when needed and attending the after school tutoring program regularly.
- Discussing with my parent(s) what I am learning in school every day.
- Attending school daily, showing up on time, being prepared to learn and dress in proper uniform.
- Completing all school assignments neatly and on time, write homework in my school agenda and return completed homework to my teacher.
- Showing respect for myself, my parents, other students, the staff and cultural differences as well as respecting school property so that I do my part to help keep my school safe and clean.
- Accepting responsibility for my own actions and resolve conflicts in positive non-violent ways.

- Obeying school and classroom rules, policies and procedures.

As a teacher, I, _____ will strive to foster a positive learning atmosphere where all of my students will achieve academic success by:

- Believing in my students and that each of them can learn.
- Being a positive role model and leading them by demonstrating examples of mutual respect, professional behavior and a positive attitude.
- Respecting and valuing the unique abilities of each child and their family.
- Maintaining on-going open lines of communication with students and parents.
- Greeting my students every morning.
- Making efficient use of academic learning time.
- Attending work regularly, on time and prepared to teach.
- Providing parents with regular and accurate assessments of student’s progress in meeting school and state achievement performance requirements.
- Making learning meaningful for students and preparing them for the real world.
- Encouraging students to participate and ask questions because their opinion counts.
- Providing extended learning opportunities for students through homework practice and ensuring that students are utilizing school agendas daily.

As the principal/assistant principal, I, _____ will strive to provide a safe school environment conducive for students to learn and grow by:

- Providing opportunities for positive and consistent communication between the teacher, parent and student.
- Encouraging teachers to regularly provide homework assignments that will reinforce classroom instruction.
- Providing opportunities for parents to be involved in the school and their child’s education through PAC Meetings and No Child Left Behind Committee.
- Motivating students to do their best in school by being visible and approachable for students, staff and parents.
- Displaying parent participation efforts in the school (i.e. bulletin board of star parents) and increase parent awareness through training workshops.
- Ensuring that the school is clean and bathrooms/locker rooms are held to high standards so that students feel proud of their school.
- Fostering positive relationships with teachers so that they feel supported.
- Monitoring teacher and student progress.
- Informing parents of achievement data and adequate yearly progress of students.
- Promoting diversity and maximizing student expressions through assemblies and school functions.
- Notifying parents of school events and important information in a timely manner.

Parent(s) Signature _____ Date ____/____/____

Student’s Signature _____ Date ____/____/____

Teacher’s Signature _____ Date ____/____/____

Administrator’s Signature _____ Date ____/____/____