



West View Elementary Family Engagement Plan 2024-2025



The West View Elementary School staff believes that educating children must be a partnership between teachers, students, parents, and the community. Research indicates that parental engagement is a critical factor in a child's ability to learn and be successful. When parents show interest, it tells the child that what he/she is doing is important. There is real positive reinforcement when a child feels that his/her parents and teachers are working together as a team. We will continue to work to improve parent and community involvement in our school and to improve in areas of need identified by our stakeholders.

Tennessee Standards for Family-School Partnerships are:

- **Standard 1- Welcoming all families into the school community**
- **Standard 2- Communicating effectively**
- **Standard 3- Supporting student success**
- **Standard 4- Speaking up for every child**
- **Standard 5- Sharing Power**
- **Standard 6- Collaborating with community**

This policy addresses the federal and state requirements and supports the goals in the school plan, as well as Senate Bill N. 293, which requires schools to comply with the six standards above.

Standard 1 – Welcoming all families into the school community

West View has completed or will complete the following steps:

- Hallways are clearly marked for easy navigation with signage in both English and Spanish.
- Safety inspections are regularly completed by our officer, county inspectors, and administration to ensure the school and playgrounds are welcoming and safe.
- On-going activities are planned to engage parents throughout the year. These activities focus on teaching parents how to help their children be successful learners, and encourage family interaction.
- Extensive yard work and clean up was completed in the front yard/entrance of the school in August of 2024 by community partners in order to ensure our entrance and grounds are welcoming, and ready for students to return.
- Open House August 2024—Parents will be invited to tour the school and meet with teachers and administrators in order to help transition students back into the school year and help families get to know the staff working with their children and review expectations..
- Title I Handbooks will be sent home to families during the fall semester of 2023 and provided to new families as they enroll. Spanish copies will be available.
- November 2024: WVE will host its annual Thanksgiving celebration and invite family members in to enjoy a Thanksgiving meal as a family. The first International Night will be held.

- West View hosts Family Engagement Nights each year. During these, staff and teachers plan games and activities for parents and students to engage with onsite and at home that support learning based on the TN State Standards.
- The Community School program provides students with an opportunity through our partners to participate in academic and multiple enrichment clubs including Boy and Girl Scouts, soccer, tutoring, biking, art, etc.
- The principals and administrative team members are available to meet with and talk to parents without appointments required.
- Regular events will be held in order to allow parents to come to their child's classroom and experience the school day. This will also allow families access to the administrative team in the event they have questions or concerns.
- Parents serve on West View's Leadership Team. This team collaboratively makes decisions related to instruction and budgeting (specifically Title 1 funding, but other funds as well.).

Standard 2 – Communicating Effectively:

- Hallways are clearly marked for easy navigation with signage in both English and Spanish.
- Student handbooks in English and Spanish are sent home the first week of school, which contain all school policies.
- Title I handbooks (in English and Spanish) are sent home during the fall semester. The Title I handbook includes suggestions on how parents may support their children's learning regarding homework, volunteering in the school, participation in the District Advisory Council, etc.
- Family information sessions will be offered in both English and Spanish to ensure parents understand school policies, procedures and ways to be involved.
- Title I Parent-Staff-Student Compacts will be sent home during the first weeks of school.
- The school maintains a website for school information.
- The school also utilizes social media including Facebook and X (formerly known as Twitter) to communicate information.
- Teachers are asked to return all phone calls and emails to a parent within 24 hours.
- The Parent Square communication system is used regularly to communicate information to parents in both Spanish and English via text and email.
- Parents will be given frequent progress reports through daily folders, mid-term reports and report cards.
- Parents will be given daily progress reports on student behavior through daily folders.
- Parent teacher conferences will be held on two days designated for the entire school and as requested by parents or teachers during the year. During the conference the compact will be discussed.
- The administrators maintain an open-door policy for parents, teachers and students to discuss concerns or questions.
- The principals and administrative team members are available to meet with and talk to parents without appointments required.
- Regular events will be held in order to allow parents to come to their child's classroom and experience the school day. This will also allow families access to the administrative team in the event they have questions or concerns.
- The administrative team and school support personnel =-will conduct home visits over the course of the year as needed.

- Teachers will contact all families with a positive phone call during the first 4 weeks of school

Standard 3 – Supporting Student Success:

- Teachers attend weekly professional development meetings to focus on teacher and student strategies to improve student achievement.
- The instructional coach and administrative team work with teachers through individualized coaching as needed to increase teacher knowledge and improve student achievement.
- Students are recognized and celebrated for behavior, academic achievement, and attendance successes.
- Students are recognized daily by staff throughout the building for positive behavior and academic success through the use of Golden Office Referrals.
- S-team meetings are held as a process to support students struggling with academics, attendance, or other issues. This process may lead to formal referrals for academic testing or the other services.
- An intervention program, known as RTI², is available for students scoring below the 25% for reading and math and is implemented to support skill development for students. These interventions are teacher directed. Students falling below the 10th percentile in Reading or Math based on CBM testing are placed in Tier III interventions. Students falling between the 11th- 25th percentile in Reading or Math on CBM testing are placed in Tier II interventions.
- IEP meetings are held at least annually or as often as needed to support students receiving special education services.
- Whole Child Support Team (WCST) meetings are held weekly to determine needs of students that are not covered by the IEP, 504, or s-team process. This might include needs such as food, clothing, lack of utilities, death in a family, or families in crisis.
- West View participates in the Second Harvest Food Bank backpack program for students who need food for the weekend. At this time approximately 100 students are a part of this program. Several community organizations support this program: Second Harvest, Children’s Hospital, Grace Baptist Church are major supporters.
- WVES implements a school-wide PBIS program in order to ensure students understand expectations and are taught about these behavior expectations. In addition, students requiring more behavior support are placed on behavior tier 2 or tier 3 as appropriate. Students on a tier 2 or 3 may qualify for additional support. There are reward days for consistently meeting behavior expectations.
- The school social workers work, in conjunction with the school counselor and community schools resource coordinator, with local organizations to provide services and assistance to families in need (clothing, monetary assistance, medical issues, mental health services, food baskets, holiday support).
- Outside services such as Helen Ross McNabb or Department of Human Services provide caseworkers and counseling for several of our students. A Helen Ross McNabb caseworker is stationed between West View and one other school and is readily available by phone.

Standard 4 – Speaking Up For Every Child

- An intervention program, known as RTI², is available for students scoring below the 25% for reading and math and is implemented to support skill development for students. These interventions are teacher directed. Students falling below the 10th percentile in Reading or Math based on CBM testing are placed in Tier III interventions. Students falling between the 11th- 25th percentile in Reading or Math on CBM testing are placed in Tier II interventions.
- IEP meetings are held at least annually or as often as needed to support students receiving special education services.
- Whole Child Support Team (WCST) meetings are held weekly to determine needs of students that are not covered by the IEP, 504, or s-team process. This might include needs such as food, clothing, lack of utilities, death in a family, or families in crisis.
- West View participates in the Second Harvest Food Bank backpack program for students who need food for the weekend. At this time approximately 100 students are a part of this program. Several community organizations support this program: Second Harvest, Children's Hospital, Grace Baptist Church are major supporters.
- S-team meetings are held as a process to support students struggling with academics, attendance, or other issues. This process may lead to formal referrals for academic testing or other services. Prior to such referrals the S-team process documents interventions made by the school to support the struggling student.
- A school nurse is available to monitor student health and assist with accidents and illnesses.
- The school social workers work, in conjunction with the school counselor and community schools resource coordinator, with local organizations to provide services and assistance to families in need (clothing, monetary assistance, medical issues, mental health services, food baskets, holiday support).
- Outside services such as Helen Ross McNabb or Department of Human Services provide caseworkers and counseling for several of our students. A Helen Ross McNabb caseworker is stationed between West View and one other school and is readily available by phone.
- The Student Leadership Team provides students a voice into their educational experience and a forum to make decisions within the school.

Standard 5 – Sharing Power:

- A student handbook is distributed (in both English and Spanish) to all families in August of each year. Accommodations are made for different language needs as needed.
- Open House is held in August to allow parents to meet their child's teacher and other staff. Interpreters are present for this event
- Title I handbooks (in English and Spanish) are sent home during the first semester of school along with the parent compact to be signed.
- The Parent Square communication system is used regularly to communicate information to the parent in both Spanish and English via text, email and phone.
- West View partners with several community stakeholders in addition to parents and families. These partners include: 2nd Presbyterian Church, Belmont Heights Church, 2nd Harvest Food Bank, and The Dream Center. Stakeholders contribute through several activities, including: School Beautification Day, Friday "Backpacks," School Supplies for staff and students, hosting school events (such as the Family Engagement Nights, in order

to allow space for more family members), reading with students, raising funds, and working with small reading and math groups.

- The Community Schools Steering Committee meets monthly to discuss school and community needs and resources. This is organized by the Resource Coordinator and WVES administrators attend.
- Two parent conference nights are held yearly, and as requested by parents or teachers.
- The School Plan submitted to the state is developed jointly and shared with the leadership team, the staff, and parents.
- West View Elementary FCE plan is developed, updated and reviewed annually with parents, staff and community stakeholders.
- The administration oversees all teacher evaluation and programs. Lead teachers share in the evaluation of teachers and the follow up of teacher implementation of strategies in the classroom.
- Parents share in the educational planning process for their child through S-Teams, 504 meetings, and IEP meetings.
- The instructional coach and administrative team plan professional development for teachers based on observed and communicated needs. Teachers are responsible for attending the PLC meetings weekly.
- The Student Leadership Team provides students a voice into their educational experience and a forum to make decisions within the school.
- A parent representative serves on West View's Leadership Team. This team collaboratively make decisions related to instruction and budgeting (specifically Title 1 funding, but other funds as well.).

Standard 6 – Collaborating with the Community:

- Second Harvest provides food backpacks for our students who may not eat on the weekends.
- West View partners with several community stakeholders in addition to parents and families. These partners include: 2nd Presbyterian Church, Belmont Heights Church, Texas Roadhouse, 2nd Harvest Food Bank, and Wendy's. Stakeholders contribute through several activities, including: School Beautification Day, Friday "Backpacks," School Supplies for staff and students, hosting school events (such as the Family Engagement Nights, in order to allow space for more family members), reading with students, raising funds, and working with small reading and math groups.
- The school social workers work, in conjunction with the school counselor and community schools resource coordinator, with local organizations to provide services and assistance to families in need (clothing, monetary assistance, medical issues, mental health services, food baskets, holiday support).
- The Community Schools Program provides after school enrichment, tutoring, and snacks for students daily.
- The Community Schools Steering Committee meets monthly to discuss school and community needs and resources. This is organized by the Resource Coordinator and WVES administrators attend.

The following stakeholders have reviewed this document:

1. Amy Brace, Ph.D, Principal_____
2. Dee Thomason, Assistant Principal_____
3. Jill Ellis, Resource Coordinator_____
4. Wendy Markwood, Kindergarten Teacher_____
5. Evelyn Napier, 1st grade teacher_____
6. Patti Quinton, 2nd Grade Teacher_____
7. Daphne Blevins, Educational Assistant_____
8. Tiffany Strasser, 3rd Grade Teacher_____
9. Brandy Heller, 4th Grade Teacher_____
10. Patrick Pollock , 5th Grade Teacher _____
11. Kim Adams, Special Areas Teacher_____
12. Kim Stooksbury, School Social Worker_____
13. Barbara Price, Parent representative_____
14. Robin Smith, Instructional Coach_____
15. Esmerelda Contreras, Parent Representative_____