**SCHOOL-BASED DECISION MAKING**

**School Name: Sample School Name**

**Subject of the Policy: Parent and Family Engagement (Non-Title I School)**

***Policy Statement***

Our SBDM Council recognizes our students’ families and our local community as essential partners in helping each student succeed. We commit ourselves to supporting teacher and staff efforts to:

* Share clear information about each student’s progress with their family.
* Offer practical suggestions to families on how they can support student learning at home.
* Make parents and community members full partners in our decision-making.
* Seek and support adult volunteers to work with and inspire students.

We will achieve each of these goals through the methods listed below.

**Information on Student Progress**

Each grading period, teachers will provide each student’s family with the following:

* A written report on the student’s progress
* A written report on how each student with a disability is progressing toward the goals of the Individual Education Program (IEP)
* An invitation to meet in person and/or virtually to discuss the student’s progress
* An opportunity for the student to participate in sharing information on their progress with the parents
* The email address and telephone numbers they can use to communicate with their child’s teacher

**Home Support for Student Learning**

Our principal and teachers will:

* Assign homework that is consistent with our Instruction, Homework, and Assessment policies.
* Provide information on the content students will learn each year through the methods listed in our Curriculum Policy.
* Send home newsletters through various means at least four times a year that include information on constructive family practices.
* Support our Parent Teacher Association (PTA).

Our Family Resource and/or Youth Services Center (FRYSC) will:

* Survey families at least once a year to learn what services and activities would most help them support their children.
* Offer a well-planned, well-publicized set of programs to meet those needs.
* Provide information on services and activities on our school website.

**Decision-Making**

We invite concerned adults throughout our community to join in our decision-making by:

* Signing up to serve on our SBDM committees.
* Attending SBDM Council or committee meetings.
* Commenting on draft policies and plans as they are made available.
* Participating in surveys, input meetings, and other opportunities to define school needs and develop solutions.
* Ensuring that there is racial/ethnic representation adequately reflecting the student population.
* Using the Racial Equity Analysis Protocol (REAP) for policies and practices.

**Volunteers**

We invite concerned members of our community, including parents/guardians, to volunteer to help our students in the following capacities:

* Completing the Volunteer Records Check Form
* Tutoring and/or mentoring
* Assisting with classroom activities
* Preparing materials
* Joining our PTA and supporting its efforts to strengthen our school
* Helping increase communication with families who have a pattern of low engagement with the school

**Date of First Reading:**

**Date of Second Reading:**

**Date Adopted:**

**Date Reviewed:**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(SBDM Council Chairperson)**