



**Ruben P. Diaz
Parent and Family Engagement Plan
2023-2024**

This policy has been jointly developed and agreed upon by the staff of Ruben P. Diaz Elementary School and parents of students served in the school pursuant to Title I.

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1. Actions that involved parents and family members, along with school staff to revise the Parent and Family Engagement Plan for the 2022/2023 school year.

*Ruben P. Diaz Elementary School convened an annual meeting at a convenient time through google meet, for parents to evaluate this policy. This meeting was held on Thursday, September 1st, 2022 at 9:00 am and in both English and Spanish. The school's Parent and Family Engagement Plan, developed by staff and parents, will be distributed in both English and Spanish in an understandable and uniform format and to the extent practicable, in a language parents can understand. The Parent and Family Engagement Plan will be made available to the community on the Diaz website, and by our monthly newsletter while keeping in mind the following.

*Circumstances regarding COVID-19 are fluid and social distancing protocols and other health and safety requirements are subject to change based on the advice of public health officials, including the State's Chief Medical Officer. Therefore, as described in the Framework for a Safe, Efficient, and Equitable Return to School Buildings, our district and school have created reopening plans to address multiple potential reopening scenarios, including full-time distance education for all students, in-person instruction following social distancing protocols, and hybrid learning; in adherence with emergency directives, public health protocols, and NDE guidance throughout the 2022-2023 school year.

*The results of the annual District Wide Parent Survey results have been shared with parents and families at our spring and fall Annual Title 1 Budget Parent Meetings. Furthermore, this was used jointly to engage families as well as use it to further develop the Parent and Family Engagement Policy.

2. Ruben P. Diaz Elementary School will involve families by including them in planning meetings as needed, explaining and summarizing school activity dates, for example, Diaz Day Carnival, Festival of Lights, 4H Club, Family Nights, Family Friday, 5th Grade and Kindergarten Promotion Ceremony, asking them for their ideas and suggestions as applicable. The parents will be asked to review the Title 1 budget, Parent and Family Engagement Plan, and SPP drafts and offer additional suggestions.

3. The Educational Involvement Accords are integrated into the registration process through Infinite Campus. Parents must review Accords prior to completing their child's registration. Administrators and teachers will have access to the Accords whenever needed for parent/student conferences or other occasions.

4. A. Administration and staff of Ruben P. Diaz Elementary School will:

1. Provide assistance to parents, as appropriate, in understanding such topics as the state's academic content and achievement standards, state and local assessments, the requirements of Title I, how to monitor their student's academic progress, and how to work with school staff to improve the achievement of the student by monthly parent meetings and parent teacher conferences. To receive additional guidance within specific content areas, families are encouraged to attend Family Nights and Family Fridays.
2. Diaz E.S. will provide a Tier II Intervention time daily using Word Works Study focusing on remediation by three Learning Strategists, and two Instructional Assistants, to provide high-quality curriculum and instruction in a supportive and effective learning environment enabling students to meet the state academic standards. Ruben P. Diaz Elementary School, to the extent feasible and appropriate, will coordinate and integrate parent involvement programs and activities with school and community programs to enhance the social and academic growth of each student. One such program used by the school is Accelerated Reader. This program gives families the opportunity to identify student reading ability and goals to work with their children and learn strategies to increase reading achievement and monitor student progress. Diaz will also provide opportunities for pre-school aged children and their parents to participate in school activities designed to aid in their transition into the Kindergarten program.
3. Offer parent involvement activities in the school that will include opportunities for parents to volunteer and be involved in school activities:
 - Parenting classes through the Communities in Schools Organization.
 - Before and after school library access for parents to provide home support for their children's education.
 - Monthly parent meetings for parents to participate in school decision-making such as the Title I Budget, and Student Standard Attire (SSA).
 - Effective communication in both English and Spanish between the school and parents through Parent Link, monthly newsletter, marquee, and flyers.

B. Ruben P. Diaz E.S. will provide materials such as Partners for Achievement in both English and Spanish, and training through monthly meetings and newsletters in both English and Spanish to help parents work with their children to improve the student's achievement in literacy and technology as appropriate to foster parental involvement. Monthly parent meetings provide parents with Infinite campus support, along with the Manuel J. Cortez Family Center. School computers are available for access throughout the day for parents to utilize.

C. The administration will educate teachers, student service personnel, and other staff through the parent's participation of completed surveys and providing feedback about their needs which will be taken into account for future staff trainings. Administration will use the district wide survey results to develop the PFEP to develop and deploy the following strategies:

- The consistent implementation and expectations of homework.
- Information, data, and how to conduct a conference during Parent-Teacher-Student Academic Planning Time.
- How to communicate with parents via Infinite Campus, class agendas, phone calls, and other forms of parent communication.
- Home- School communication guide and how to specifically deal with parent concerns.

D. Ruben P. Diaz will ensure that all information related to school and parent programs, meetings, and other activities are sent to parents in English and Spanish in a format and, to the extent practicable, that the parents can understand. This will be accomplished through monthly parent meetings in both English and Spanish, monthly newsletters in both English and Spanish, and on our Diaz website. Parent Link, and flyers are used before meetings to notify parents in both English and Spanish, as well as posted on our school marquee. There is open and consistent communication between parents and teachers through individual classroom newsletters, classroom Dojo, parent logs, parent teacher conferences, and infinite campus. Additionally, Administration communicates with parents through a monthly newsletter and parent meeting where parents are encouraged to voice their opinions and concerns.

E. Coordination with other programs

The administration will:

To the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities, such as Boy's and Girl Scouts, Safekey, After School All-Stars, Three Square, Pre-kindergarten, and provide other support through the Manuel J. Cortez Family Center that encourages and supports parents to more fully participate in the education of their children. These additional services are communicated to our parents through flyers, newsletters, and our website and Parent Link. All teachers implement the Nevada Academic Content Standards and utilize Curriculum Engine as a reference for the standards. Teachers meet during common planning times to analyze data and determine areas of strengths and weakness to guide instruction. The teachers create a warm, conducive learning environment that provides structure, rigor and motivates the students for success. Teachers use data from MAPS, i-Ready, AIMSweb Plus and Core Phonics Survey to adjust their instruction. Diaz ES has one CTT who helps students performing below grade level.

F. Ruben P. Diaz will provide reasonable support for parental involvement activities such as translating at parent teacher conferences and monthly parent meetings, as well as providing refreshments for parents/guardians and children. After each parent meeting, parents complete an evaluation form that lets them address any needs they may still have. We also use our counselor, and CIS to address individual family needs.