

Helen J. Stewart School

...where life is special

Clark County School District...2375 E. Viking Road...Las Vegas, NV 89169

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Mrs. Palmer "Pam" Jackson, Principal

Mr. Richard "Rick" Fuller, Assistant Principal

Parent and Family Engagement Policy

This policy has been jointly developed and agreed upon by the Helen J. Stewart staff and the parents/guardians of students served pursuant to Title I.

Helen J. Stewart (HJS) is a special school in the Clark County School District (CCSD) that serves students with significant intellectual disabilities. Most of the students have secondary disabilities that include autism, health impairments, deafness, blindness, and physical disabilities.

Helen J. Stewart School will convene an annual fall meeting on September 7, 2022, at 5:30pm to 7:00pm parents/guardians to evaluate this policy. The school's parent involvement policy, developed by the parents/ guardians, group home staff, teachers, and administrators, will be distributed in an understandable and uniform format and to the extent possible, in a language parents can understand. In addition, the Parent Involvement Policy will be made available to the community through the school's website and newsletter.

The results from the District Wide Survey indicated data was not presented for HJS, as the groups were less than ten participants. The data results were suppressed due to FERPA regulations.

HJS will involve parents/guardians in an organized, ongoing, and timely way to plan, review, and improve the Title I program, School Performance Plan and Parent Involvement Police. Parents will have ongoing opportunities to provide input, develop action steps, and review school-wide plans.

The Educational Involvement Accords are integrated into the registration process through Infinite Campus. Parents/Guardians must review Accords prior to completing their child's registration. Administrators and teachers have access to the Accords when needed for parent conferences, Individual Education Plan (IEP) meetings, or other parent/school occasions. Administration also includes the Accords into staff communication to ensure each student is afforded high-quality instruction as well as families receiving frequent reports on not only achievement, but also behaviors and daily living skills improvement.

Administration and staff will:

1. Provide assistance to parents/guardians and group home staff, as appropriate, in understanding topics such as: the student's IEP, state academic content and achievement standards, assessments, the requirements of Title I, how to work with school staff to improve the individual achievement level of the student/client.
2. Provide high quality curriculum and instruction in a supportive and effective learning environment enabling students to meet their IEP goals/benchmarks as well as the task-analyzed state academic standards.
3. Offer parent involvement activities in the school that will include:
 - a. Parent education classes.
 - b. Strategies for parents to provide home support for their child's education.
 - c. Opportunities for parents to participate in school decision-making, and
 - d. Effective communication between the school and parents/guardians.

Family plays a primary role in a child's education and HJS respects and honors traditions and activities unique to our cultural practices and beliefs. With assistance from parents, the administration will create professional development to educate teachers and other staffing the value and utility of contributions of parents. Including, how to reach out, communicate with and work with parents as equal partners; as well as implement and coordinate ongoing parent programs.

Throughout the year, the school will communicate with families regarding special events and academic performances. Communications will be provided in a language and format that is understandable and uniform, including alternative formats upon request, and to the extent practicable, in a language the parents can understand.

- Flyers - Flyers will be sent via email and Parent Link in English and Spanish. Teachers will also be encouraged to send flyers home via Class Tag.
- Progress Reports - Students' Progress reports will be sent via email.
- Infinite Campus - Infinite Campus will provide parents with information concerning grades, attendance, and upcoming events.
- Parent Link - School wide phone, email, and text messages will be sent out to parents as needed to ensure families are aware of school events and current campus happenings. These messages are communicated in both English and Spanish.
- Individual communication - Phone calls, individual notes, and letters will be sent home as needed.
- Additional Language support - In addition to English and Spanish, the the Hancock staff has staff members who are fluent in Tagalog.

- **Conferences - IEP meetings held annually based on the IEPs due date. In addition, teachers are required to conference with parents on an as needed basis throughout the year.**
- **Grading - Report cards will be distributed at the end of each semester. The student's current academic abilities will be reflected in the grades and will be clearly explained in the comment section.**
- **Website/Facebook - The school's website and Facebook page will provide information regarding schedule events, programs, etc.**

The school and parents will cultivate relationships with additional members of the community in order to promote and effectively increase educational opportunities for children. Helen J Stewart has a partnership with Desert Regional Center (DRC), a State agency that serves children and adults living Southern Nevada who have a diagnosis of intellectual disability or closely related developmental disabilities. Our school social worker connects our families with the DRC service coordinator to help each individual develop a support plan based on that person's interests, personal goals, and abilities. The plan identifies specific goals and incorporates the service of both public and private agencies of the individual's choosing.

Helen J Stewart works collaboratively with East Valley Family Services, a non-profit organization that provides support for families in need through various programs.

Helen J Stewart will host a monthly Parent Support Group meeting to all families of students with disabilities and an opportunity to meet with others to share ideas, concerns and resources. These meetings will be held on the last Tuesday of each month.