

Lake Road Elementary School

Family and Community Engagement Policy

Obion County Schools Culture Statement:

The Obion County Board of Education strives to maintain good family/community involvement in the school system by keeping citizens informed about policies/procedures, involving citizens in planning, encouraging parents/community members to visit our schools, and promoting our system in the media.

Lake Road Elementary School Culture Statement:

Lake Road Elementary is dedicated to a continuing effort to make the school friendly, informative, and open to all parents and members of the community.

GOALS AND ACCOMPLISHMENTS:

1. Creating a Welcoming Environment

- **Visitors Welcome**
 - **Principal maintains an open-door policy at all times.**
 - **Welcome signs are posted at each entrance.**
 - **Parents and other visitors are welcomed and must sign in at the front office.**
 - **Appointments are suggested for meetings with teachers.**
- **Student Conferences**
 - **Parents of struggling students (those performing on a D or F level) are contacted personally by phone.**
- **Open House**
 - **The Open House is held during the month of August.**
 - **All teachers and staff are introduced and parents are invited to visit classrooms.**
- **PTO – Parent Teacher Organization**
 - **35 teacher members**
 - **500 parent members**
 - **Meetings announced via email and newspaper**
- **Beauty Review**
 - **Cheerleader parent volunteers**
- **Library Book Fair**
 - **Parent workers**
- **Student of the Month**
 - **Each month students who have shown high academic and leadership traits are selected by their teachers.**
 - **Parents, relatives and students are invited to a reception held on the fourth Thursday of each month.**
 - **Students receive a certificate of achievement.**
 - **Pictures are made for the local newspaper and school bulletin board.**

- **Student-Parent Celebrations**
 - **Halloween**
 - **Thanksgiving**
 - **Christmas**
 - **Valentine**
 - **Easter (PreK-K)**
 - **End of the Year**
- **Family Reading Night**
 - **Monday from 3:00 p.m. – 8:00 p.m.**
 - **Grades K-8**
 - **Parents invited to read with their children**
 - **Test can be taken to obtain AR points**
- **After School Tutoring**
 - **Weekly**
 - **Grades 5-8**
 - **Homework help**
 - **Math remediation**
- **ESP –Extended School Program**
 - **180 days per year**
 - **Time: 3:00-5:30**
 - **Participation Average: 31**
 - **Fees:**
 - **3:00-3:30--\$3.00**
 - **3:30-4:30--\$4.00**
 - **4:30-5:30--\$5.00**

2. Improving Parent Involvement in Student Achievement

- **Parent teacher conferences will be held twice per school year.**
- **Lake Road will continue to offer Kindergarten pre-registration/orientation for parents of new kindergarten students each spring.**
- **Lake Road will continue to provide students and parents with timely progress reports.**
 - **Each mid nine-weeks report sent home – signature required**
 - **Each marking period report sent home – signature required**
- **Lake Road is a Title I Assisted School. All parents will be invited to an annual meeting addressing the following:**
 - **School's participation in Title I**
 - **Requirements of Title I.**
 - **Right of parent involvement**
 - **Development and/or amending of the school-parent compact**
 - **Parents will be invited to discuss curriculum and testing.**
 - **The curriculum will be given to each parent.**
 - **Testing information and web resources will be given to each parent.**

3. Improving Community Communication

- **All events will be advertised by email, monthly school calendar, newsletter and newspaper. This will include the following:**
 - **Parent /Teacher Meetings**
 - **Athletic Contests**
 - **Musical Programs**
 - **School Board Meetings (Lake Road will host one board meeting per year.)**
 - **Special Events**

- **Lake Road Elementary School Family and Community Advisory Council**
 - **Ten Members**
 - **One Representative from each grade**
 - **Meet four times per year**
 - **Members**
 - **Debbie Stevenson.....PTO President**
 - **Shea Andrews.....Kindergarten**
 - **Michelle Allen.....First Grade**
 - **Lisa Hogan.....Second Grade**
 - **Cindy Duncan.....Third Grade**
 - **Dan Huggins.....Fourth Grade**
 - **Lisa Horner.....Fifth Grade**
 - **Robin Cary.....Sixth Grade**
 - **Donna Middlebrook.....Seventh Grade**
 - **Melinda Wicker.....Eighth Grade**

- **A student handbook will be given to each student enrolled at Lake Road Elementary.**
 - **Policy and Procedures**
 - **Discipline**
 - **Clubs**
 - **Attendance Policy**
 - **Dress Code Policy**
 - **Tardy Policy**
 - **Fees**