

NORTHWEST ELEMENTARY  
SCHOOL

STUDENT HANDBOOK  
2019 - 2020

HOME OF THE  
BEARS



Please plan to attend “Meet the Teacher Night” Monday, August 12<sup>th</sup>, 4:30- 5:30

For more information on the District Code of Conduct please visit

[www.herefordisd.net](http://www.herefordisd.net)

# Northwest Elementary

2019-2020

Address: 400 Moreman

Hereford, TX 79045

Phone: (806) 363-7660

Fax: (806) 363- 7662

Principal: Ms. Nancy Neusch

Assistant Principal: Damara de la Fuente

Secretary: Mrs. Olga Garcia

Nurse: Mrs. Ronna Altman

Counselor: Ms. Kelly Kelso

School Motto: "Together We Can"

School Mascot: Bear

The core business of Northwest Elementary School Staff is to provide a safe environment where children succeed, become self-motivated, and confident.

**The Hereford Independent School District provides equal opportunities in all educational programs and activities without regard to race, color, national origin, age, religion, or qualified disability.**

## School Hours: 8:00 AM – 3:30 PM

***All school visitors must report to the office and present a photo ID to sign in and obtain a visitor's pass when entering the building.***

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### BEGINNING OF THE SCHOOL DAY

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**Arriving at school:** Students need to go into the gym before school. They will be dismissed to go to their classes at 7:50 AM. Breakfast will be served in the classroom at that time. Students will be involved in learning activities during their breakfast time. The National Pledge, Texas Pledge, school pledge, a moment of silence, and announcements will begin at 8:00.

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### NORTHWEST TARDY GUIDELINES & POLICY

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The tardy bell will ring at **8:10** each school day. We hope you will assist us in providing the highest quality education for our students. In order to accomplish this, we must have our students present and on time for classes so they do not miss out on instruction. Punctuality has a direct relationship on learning and a structured and well-managed classroom. Students who are tardy must report to the office to clear them from being counted absent.

- The 1<sup>st</sup> tardy will be excused
- After the 3<sup>rd</sup> tardy, a student will need to serve an after school or lunch detention. Parents will have the responsibility to pick up the student.
- Every 3 tardies will count as one detention.

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## Cafeteria

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Chartwell's School Dining Service Company will now provide cafeteria services. This is a company that specializes in school lunches for children. It should provide a greater variety of entrees for the students.

Breakfast will be served **in classrooms beginning at 7:50 AM.** Hereford ISD participates in a mandated universal free breakfast for all students.

Breakfast and Lunch: ***Free for all students***

Second servings \$1.75

Extra milk- .30 cents

Guest lunch- \$3.00

School Personnel- \$2.50

Extras cannot be charged.

Parents are welcome to eat in the cafeteria with their child during lunch. Parents may bring food for their child only and eat with them. Parents are encouraged to remind children that good behavior is expected in the cafeteria.

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## Cafeteria Student Behavior

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The lunch line and cafeteria will be a safe and clean environment where people eat and interact with courtesy and respect. Parents may bring in food for their child and eat with them. We do not allow parents to bring a meal for their child's friends or ask them to eat with them.

Procedures:

- Students will be walked to the cafeteria by their homeroom teacher.
- Hands, feet, and food are to be kept to oneself at all times.
- Talk in a quiet voice to people close to you.
- Stay seated until you are dismissed.
- Pick up paper products around your area and throw in the trash

## Attendance & Absences

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1. A note is required each time a student is absent and the parent has NOT called the school, signed their student out, or sent an email through Family Access. If a parent fails to send a note, the student is given three days to bring a note from a parent or doctor. School Messenger (which is an automated phone service) will call absent students unless the parent calls the school to report the absence before 9:00 a.m. Parents are asked to call the office between 7:30 A.M. and 8:30 A.M. when a student is out of school. The absent student's assignments may be requested at this time. Students are required to reinstate before the beginning of school in the office, following their absence. A student has three days to bring a note before the absence is recorded as unexcused. It is important that parents understand that after the seventh parent note a doctor note is required in order for the absence to be considered excused.
2. Students who must leave school during the day (early departures) must have a parent or guardian sign them out in the office. Identification will be required each time. THIS PERSON MUST BE LISTED ON THE REGISTRATION FORM FILLED OUT BY THE PARENT OR GUARDIAN. Should the parent or guardian not have an acceptable form of identification, contact the campus principal for assistance in obtaining a HISD parent ID card.
3. After seven excused absences with a parent note, a doctor's note is required, otherwise the absence will be unexcused.
4. After three unexcused absences within a 4---week period, a letter of warning will be sent to the parent.
5. On the fourth unexcused absence and subsequent unexcused absences, a school administrator will take the absentee records and file a complaint on the parent for not following compulsory attendance law. (File with Justice of the Peace). After ten (10) absences, within a six---month period, the school will again file charges on the parent for violating the Laws of Compulsory Attendance.
6. In accordance with Texas State Law, students must attend 90% of the days each class is held. Therefore, after 8 absences, of any kind, a school administrator refers the student to the campus attendance committee. Documented attempts to contact parent will be available. These attempts could be attendance warning letters, phone calls, home visits etc.
7. Required extended day sessions, HERO Time, other tutorials and Extended Year are governed by the Laws of Compulsory Attendance as well.
8. Under TEC 25.085. A child is required to attend school if the child:
  - (1) Is at least 6 years old; or,
  - (2) Is under 6 years of age and previously enrolled in first grade; or,
  - (3) Has not reached the child's 18<sup>th</sup> birthday; or,
  - (4) Is enrolled in pre---kindergarten or kindergarten; or,
  - (5) Is enrolled in an extended year program; or,
  - (6) Is required to attend tutorial classes.

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## School Dismissal:

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School will dismiss at 3:30 each day.

### **CHILDREN ARE EXPECTED TO BE PICKED UP ON TIME AT THE END OF EACH SCHOOL DAY!**

It is the parent's responsibility to make arrangements for their child for after- school hours. All students should be picked up by 3:45. **The school is unable to provide baby-sitting services.** All staff members are involved in providing after- school tutorials for students. Hereford Day Care does operate an After School Latch Key program for students of the district that is located on our campus. They may be contacted at 364-1293. You can make arrangements as needed.

A letter will be sent after excessive late pickups. The Hereford Police Department will be called if a parent cannot be located.

***Please remember that a child is the most important person depending on you and remember the message you are sending to your child when they are forgotten.***

We will inform you of early dismissals. Students will remain in the classrooms until teachers escort them out at 3:30. Parents are encouraged not to pick-up children before dismissal time. Students will not be released from school before dismissal time unless they have been officially signed-out in the office by an adult who has permission to take the child in an emergency.

A parent who wishes the other parent denied access to a child MUST have court papers on file in the school office indicating that they have full custody or a restraining order.

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## **HERO After School Tutorials**

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(Helping Everyone Reach Our dreams): Any students needing help in any subject will be provided an after school tutorial starting at 3:30-4:00. This will be a small group or individual setting. This has been very beneficial for students that require extra help. This time is mandatory if required by the teacher. You will be notified of dates for tutorials.

Students will also receive tutorials/ enrichment from 3:00-3:30 during the school day. This time is very important and we discourage picking your child/children up early.

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## **Conferences & School Visits**

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Parents and others are welcome to visit district schools. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the main office and must comply with all applicable district policies and procedures. When arriving on campus, all parents and other visitors should be prepared to show photo identification. Should the legal parent or guardian not have an acceptable form of identification, contact the campus principal for assistance in obtaining a HISD parent ID card.

Visits to individual classrooms during instructional time are permitted only with the approval of the principal and teacher and only so long as the duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment. Even if the visit is approved prior to the visitor's arrival, the individual must check in at the main office first. All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted. Each parent should have the expectation that they will be treated with respect and courtesy by Northwest School employees. School staff should also be treated with courtesy and respect by parents. Parent conferences will be held twice a year. Parents are encouraged to attend school programs. We would ask

that parents and visitors practice good manners and behavior during the programs. Please silence cell phones, do not talk loudly, and do not stand and block others watching the program. Parents will be given opportunities to take pictures, please be seated after pictures have been taken. The principal reserves the right to address problems that may arise during programs.

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### **Permissions needed by the School from Parents**

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Medications: Students must bring a note from the parents in order to take medication at school. Please bring a note stating the amount and frequency, along with the medicine in the *original container* to the office. We cannot give medication unless this is done. Students must leave all medications in the nurse's office. Please keep all needed medications current for your child.

Students Going Home with Other Students: We must have written permission from parents.

Messages to Students: Students will not be called from the classroom to the telephone unless it is an emergency. We will take the message and see that it is delivered. Messages should be kept to a minimum. Students should not need to receive messages daily. Please call as early as possible to insure that the message will be delivered. We cannot guarantee messages after 2:45 can be delivered.

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## **Grading & Homework Guidelines**

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Grade specific guidelines will be shared in each grade level's parent newsletter at the beginning of the school year.

- Homework will be practice only, no new learning.
- It will be the student's responsibility to turn in all homework as assigned. Students that do not do homework will be subject to the rules of the grade level for missed assignments.
- It is the student's responsibility to complete work missed due to absences. (Ex. 1 day = 1 day)

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## **District Report Card Policy**

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Students in grades 1<sup>st</sup> through 5<sup>th</sup> grades will have report cards sent on the Thursday following each six-week grading period, as indicated on the school calendar. The report card must be signed by the parent/ guardian and returned promptly to the teacher. Grading results are also posted to Family Access in the Skyward system. If the parent or guardian has a question or concern regarding grades, they should make contact with the teacher first.

Teachers must grade papers and post to the electronic grade book and return work to students within 3 working days.

Grades will be given and recorded in the following areas each six-weeks.

- Minimum numbers of grades = 6 (in the first grading period for 1<sup>st</sup> grade) and 8 in all other grade levels and grading periods. This does not apply to kindergarten.
- Grades will reflect work of, but not limited to, the following: Classwork, homework, review for quiz. reports, projects, folders, participation, tests, research papers, oral presentation, and digital presentations.



## TRAFFIC

Northwest is always working in conjunction with the Hereford Police Department to improve traffic around the school. We have provided staff members and parent volunteers that help with the traffic control. Please remember to treat them with respect and practice the Golden Rule with them as well as other parents that are in the parking lot also.

Remember children are small and often unpredictable. We do not want to suffer the sorrow of a student being injured.

Please remember these things:

- When picking up and delivering at the front of the school please be sure to follow the rules. Also please remember to not park in the bus area. At no time should you honk and have your child run into traffic to get in your car!
- When in the parking lot, please look for oncoming traffic before driving away. This will avoid near collisions.
- Please do not block entrances and parking areas by abandoning your vehicle in the parking lot. If you plan to come into the building, please park in a parking space, NOT in a lane.
- Please remember that we have drop-off lanes and drive – through lanes.
- Remember speed limits!
- **It is never permissible to curse or use obscene gestures to school personnel or parent volunteers trying to help in the parking lot or the front of the school.**

**Textbooks:** State approved textbooks and library books are provided for the students free of charge. A student will face a fine for any textbook or library book that is lost or damaged.

**PE:** State law requires Physical Education. The school must have a doctor's recommendation if a student is to miss PE.

### **Family Access**

Parents can access student's grades through Family /Student Access/ Skyward Please sign up to keep a close watch on the academic progress of your children.

Go to [www.herefordisd.net](http://www.herefordisd.net)

**Lost Items:** The school will not be responsible for any lost or broken personal items. This includes toys, games, electronic devices, cell phones, sports equipment, money, jewelry, coats, jackets backpacks, and eyeglasses. Students are encouraged to check the lost and found for any lost items. Any clothing not claimed by the end of the year will be donated.

**Cell Phones:** Students should not have cell phones in the classroom. If your child must bring a cell phone, they must be left in the office with the campus secretary. They may be picked up in the office at the end of the day.

**Parents are urged to closely monitor their child's activities on Internet based programs such as Facebook and Instagram.**

**Gang Suggestive Activities:** The staff at Northwest Elementary School has made a commitment for the sake of our students that Northwest will be a gang-free school. We are strict in not allowing anything that is “gang suggestive”: Items of clothing, hand gestures, writing, pictures, or anything else that connects to any gang will not be acceptable. These items will be confiscated and turned over to law enforcement personnel. He or she may have no affiliation with a gang, but we will not allow these items at the school in order to take a stand against gangs. The Hereford Police Department is the advisory team for us in regard to gangs. We request parental support in this endeavor.

**Pesticides:** Hereford ISD periodically applies pesticides. Information concerning these applications may be obtained from;

Joel Everett 601 25 Mile Ave. 363-7600

**Requesting testing:** Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal prior written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline.

**Dress Code:** The Elementary Dress Code may be located in the District Student Handbook.

## **Bullying (All Grade Levels)**

Bullying is defined in Section 37.0832 of the Education Code as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

- Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property;
- Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
- Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
- Infringes on the rights of the victim at school.

Bullying includes cyber bullying. Cyber bullying is defined by Section 37.0832 of the Education Code as bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool.

The district is required to adopt policies and procedures regarding:

- Bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;
- Bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and
- Cyber bullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyber bullying interferes with a student's educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor spreading, or ostracism.

If a student believes that he or she has experienced bullying or has witnessed bullying of another student, it is important for the student or parent to notify a teacher, school counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration will investigate any allegations of bullying or other related misconduct. The district will also provide notice to the parent of the alleged victim and the parent of the student alleged to have engaged in bullying. A student may anonymously report an alleged incident of bullying by accessing the HISD webpage <https://www.herefordisd.net/>

If the results of an investigation indicate that bullying has occurred, the administration will take appropriate disciplinary action and may notify law enforcement in certain circumstances. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. Available counseling options will be provided to these individuals, as well as to any students who have been identified as witnesses to the bullying.

Any retaliation against a student who reports an incident of bullying is prohibited.

Upon the recommendation of the administration, the board may, in response to an identified case of bullying, decide to transfer a student found to have engaged in bullying to another classroom at the campus. In consultation with the student's parent, the student may also be transferred to another campus in the district. The parent of a student who has been determined by the district to be a victim of bullying may request that the student be transferred to another classroom or campus within the district.

A copy of the district's policy is available in the principal's office, superintendent's office, and on the district's website, and is included at the end of this handbook in the form of an appendix. Procedures related to reporting allegations of bullying may also be found on the district's website.

A student or parent who is dissatisfied with the outcome of an investigation may appeal through policy FNG (LOCAL).

## **Discrimination**

Discrimination is defined as any conduct directed at a student on the basis of race, color, religion, sex, gender, national origin, disability, age, or any other basis prohibited by law that negatively affects the student.

## **Students in Foster Care (All Grade Levels)**

In an effort to provide educational stability, the district will assist any student who is currently placed or newly placed in foster care (temporary or permanent custody of the state, sometimes referred to as substitute care) with the enrollment and registration process, as well as other educational services throughout the student's enrollment in the district.

Please contact Yolanda Gavina, who has been designated as the district's foster care liaison, at 806---363---7600 or [yolandagavina@herefordisd.net](mailto:yolandagavina@herefordisd.net) with any questions.

## **Video Cameras (All Grade Levels)**

For safety purposes, video and audio recording equipment is used to monitor student behavior, including on buses and in common areas on campus. Students will not be told when the equipment is being used.

The principal will review the video and audio recordings routinely and document student misconduct. Discipline will be in accordance with the Student Code of Conduct.

Upon written request of a parent of a student who receives special education services, a staff member (as this term is defined by law), a principal or assistant principal, or the board, state law requires the district to place video and audio recording equipment in a classroom in which the student spends at least 50 percent of his or her instructional day, referred to in the law as a self---contained classroom. The majority of students in this type of classroom must also be students who receive special education services. Before the district places a video camera in a classroom or other setting in which your child receives special education services, the district will provide notice to you. Please speak directly with the principal or Joy Killian Special Education Director at 806---363---7600, who has been designated by the district to coordinate the implementation of and compliance with this law, for further information or to request the installation and operation of this equipment.

## **Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services**

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (Rti). The implementation of Rti has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students.

If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

Special Education Referrals: If a parent makes a written request for an initial evaluation for special education services to the director of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the *Notice of Procedural Safeguards*. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled *Parent's Guide to the Admission, Review, and Dismissal Process*.

Contact Person for Special Education Referrals: The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Contact Person:

Phone Number:

Section 504 Referrals: Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

Contact Person for Section 504 Referrals: The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person:

Phone Number:

Additional Information: The following websites provide information and resources for students with disabilities and their families.

- Legal Framework for the Child-Centered Special Education Process
- Partners Resource Network
- Special Education Information Center
  - Texas Project First

**Northwest Elementary School**

**2019-2020**

**Title I, A Parent Compact**

The Title I, Part A school –parent compact is a written agreement between the **School** and the **Parents of children** participating in Title I, Part A programs that identifies the activities that the parents, the entire school staff, and the students will undertake to share the responsibilities for improved student academic achievement. In addition, the school-parent compact outlines the activities/strategies that the parents, school staff, and students will undertake to build and develop a partnership to help the children achieve the State’s high academic standards. This compact is a component of Hereford High Schools written parental involvement policy.

<b>CAMPUS - Parent Partnership</b>	
<b>Purpose</b>	<b>Activity-Strategy</b>
<p><b>Northwest Elementary School</b> will jointly develop with parents annually, a current year school-parent compact PL 107-107 section 1118 (d) PL 107-110 Section 1118 (b)(1) <b>(attached documentation)</b></p>	<ul style="list-style-type: none"> <li>• May 2020</li> <li>• Fall 2019</li> </ul>
<p><b>Northwest elementary Schools</b> school-parent compact has been developed and presented in a format and a written language that parents/families can understand. PL 107-110 Section 1118 (b)(1) <b>(attached documentation)</b></p>	<ul style="list-style-type: none"> <li>• The Northwest Parent Compact is provided in English and Spanish to help serve and include all of parents.</li> </ul>
<p><b>Northwest Elementary Schools</b> school-parent involvement policy and school-parent compact will be distributed to parents/families and community in a format and a written language that parents/families can understand. PL 107-110 Section 1118 (b)(1) <b>(attached documentation)</b></p>	<ul style="list-style-type: none"> <li>• May 2020</li> <li>• The Northwest Parent Compact &amp; the Northwest Parent Involvement Policy are included in the Northwest Student Handbook given to all parents at the August Student Registration.</li> </ul>
<p><b>Northwest Elementary Schools</b> school-parent policy and school-parent compact will be presented at an annual meeting, at a convenient time, to which all parents will be invited and encouraged to attend, to inform parents of the school’s participation as a Title I, Part A Campus and to explain the requirements of this program and the right of parents to be involved. PL 107-110 Section 1118 ©(1) <b>(attached documentation)</b></p>	<ul style="list-style-type: none"> <li>• Fall 2019</li> </ul>
<p><b>Northwest Elementary Schools</b> school-parent compact outlines how the school will develop a partnership with parents/families, school staff, and students to share responsibilities for improved academic achievement. PL 107-110 Section 1118 (d) <b>(attached documentation)</b></p>	<p>Meet the Teacher night, Parent/ Teacher conferences, Open Houses, Music programs, PTO, BLT, Fun Field Friday, Read-a-thon, Festival of Trees, volunteering, BIGS, Parent Information meetings for testing grades, Student Showcase, &amp; others</p>

<p><b>Northwest Elementary Schools</b> school-parent compact describes the school's responsibility to provide a supportive and effective learning environment that enables children to meet the State's academic achievement standards. PL 107-110 Section 1118 (d)(1) <b>(attached documentation)</b></p>	<p><b>Northwest School responsibilities:</b> create partnerships with families, monitor student progress &amp; update parents, make sure students get the help they need, communicate, make classrooms positive &amp; encouraging, set high expectations for learning &amp; behavior, recognize individual student's needs, provide for parent/ teacher conferences, be fair and patient with students.</p>
<p><b>PRARENT – CAMPUS PARTNERSHIP</b></p>	
<p><b>Northwest Elementary Schools</b> school-parent compact outlines how the school and parents/families will build and develop a partnership to help children achieve the States' high standards. PL107-110 Section 1118 (d) <b>(attached documentation)</b></p>	<p>Meet the Teacher Night, Parent/Teacher conferences, Open House, Music programs, PTO, BLT, BIGS, Fun Field Day, Read-a-thon, volunteering, Parent Meetings for testing grades for information</p>
<p><b>Northwest Elementary Schools</b> school-parent compact describe the ways in which parents/families will be responsible for supporting their child's learning; such as: monitoring attendance, completing homework, volunteering in the classroom, participating in decision-making, use of extracurricular time. PL 107-110 Section 1118 (d)(1) <b>(attached documentation)</b></p>	<p><b>Parent responsibilities:</b> Communicate with teachers regularly, let the teacher know about any problems with learning, use math and reading materials the school sends home, , read to and with their child each day, get students to school each day rested and prepared to learn, talk to your child and ask questions about school, encourage the child to follow rules, be supportive of the school, help with homework, feel free to volunteer at the school.</p>
<p><b>Northwest Elementary Schools</b> school-parent compact addresses the importance of communication between teachers and parents/families on an ongoing basis. PL 107-110 Section 1118 (d)(2) <b>(attached documentation)</b></p>	<ul style="list-style-type: none"> <li>• School Messenger                      Parent/ Teacher Conferences</li> <li>• Newsletters                                      PTO</li> <li>• School notes                                      Skyward Family Access</li> <li>• Phone calls</li> </ul>
<p><b>Northwest Elementary Schools</b> school-parent compact will provide reasonable access to staff including opportunities to volunteer and participate in the child's class and observation of classroom activities. PL 107-110 Section 1118 (d) (2) (c) <b>(attached documentation)</b></p>	<p><b>Parent Opportunities for Involvement:</b> PTO, volunteering, Open House, Meet the Teacher night, "Parents Do You Know", Parent/ Teacher conferences, Festival of Trees, Read-a-thon, music programs, Fun Field Day, Fun Learning Days</p>
<p><b>Northwest Elementary Schools</b> school-parent compact states that the school will conduct annual parent-teacher conferences in elementary schools during which the compact is discussed as it relates to a child's improved achievement. PL 107-110 Section 1118 (d)(2)(A) <b>(attached documentation)</b></p>	<ul style="list-style-type: none"> <li>• Parent Teacher conferences – Fall &amp; Spring</li> <li>• SAT meetings</li> <li>• Parents may also ask for a conference with teachers at any time</li> </ul>
<p><b>Northwest Elementary Schools</b> school-parent compact states school will provide frequent reports to families on their child's progress. PL107-110 Section 1118 (d)(2)(B) <b>(attached documentation)</b></p>	<ul style="list-style-type: none"> <li>• Responsibility charts                      Tuesday Folders</li> <li>• Progress reports                              Report cards</li> <li>• Phone calls                                      School Messenger</li> <li>• Skyward Family Access</li> </ul>
<p><b>Northwest Elementary Schools</b> school-parent compacts states that the school will involve parents in an organized, ongoing, and timely way</p>	<ul style="list-style-type: none"> <li>• May 2020, Fall 2019</li> <li>• Parent/ Teacher conferences- Fall &amp; Spring</li> </ul>

<p>in the planning, review, and improvement of the school- parent compact (at least annually) PL 107-110 Section 1118(C)(3) (attached documentation)</p>	<ul style="list-style-type: none"> <li>• Spring 2020</li> <li>• Parent Surveys - Spring</li> </ul>
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Hereford Independent School District does not discriminate on the basis of race, religion, age, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

**Northwest Elementary School**  
**2019-2020**  
**School Parental Involvement Policy**

*In support of strengthening student academic achievement, each campus that receives Title I, Part A funds will develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy that contains information required by Public Law (PL) 107 110 Section 1118 (b) & (c) of the Elementary and Secondary Education Act (ESEA). The policy establishes the LEA's expectations for parental involvement and describes how the campus implement a number of specific parental involvement activities*

<b>Building A School Parent Partnership</b>	
<b>PURPOSE</b>	<b>ACTIVITIES / STRATEGIES</b>
<p><b>Northwest Elementary School's</b> policy describes how <b>Northwest Elementary School</b> will build the schools' and parents' capacity for parental involvement in the following ways: <b>Northwest Elementary School</b> will provide assistance to parents/families in understanding such topics as the State's academic content standards and student academic achievement standards, State and local academic assessments, how to monitor a child's progress, and how to work with educators to improve the achievement of their children. PL 107-110 Section 1118 (e)(1) (attach documentation)</p>	<ul style="list-style-type: none"> <li>• Meet the Teacher/ Open House</li> <li>• Skyward Family Access</li> <li>• "Parents Do You Know"</li> <li>• Grade level parent meetings</li> <li>• Parent/Teacher conferences</li> </ul>
<p><b>Northwest Elementary School</b> will provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy and technology. PL 107-110 Section 1118 (e)(2) (attach documentation)</p>	<ul style="list-style-type: none"> <li>• Grade Level Parent meetings</li> <li>• "Parents Do You Know"</li> <li>• Newsletters</li> </ul>

<p><b>Northwest Elementary School</b> will educate teachers, pupil services personnel, principals and staff, in the value and effectiveness of contributions of parents/families, and how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between the parents and the school. PL 107-110 Section 1118 (e)(3) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• PTO</li> <li>• Home visits</li> <li>• Staff Development- August</li> <li>• Parent/Teacher Conferences- Fall &amp; Spring</li> </ul>
<p><b>Northwest Elementary School</b> will to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start and other public preschool programs, and conduct other programs such as parent resource centers and transitional meetings as necessary. PL 107-110 Section 1118 (a)(2)(D) and (e)(4) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• K5 teacher visits Pre-K campus in the Spring</li> </ul>
<p><b>Northwest Elementary School</b> will ensure that information related to school and parent/family programs, meetings, and other activities is sent to the parents/families in a format and, to the extent practicable, in a language the parents can understand. PL 107-110 Section 1118 (e)(S) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• Parent Compact &amp; Parental Involvement Policy sent in English and Spanish</li> <li>• School Messenger</li> <li>• Parent Meetings</li> <li>• Surveys</li> </ul>
<p><b>Northwest Elementary School's</b> policy will affirm that the school will offer a flexible number of meetings, such as morning and evening, and may provide, with funds provided under this part, transportation, child care or home visits, as such services relate to parental involvement. PL 107-110 Section 1118 (c)(2) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• Annual campus parent involvement meeting- Fall</li> <li>• PTO</li> <li>• Invitations/ Agendas/ Sign in sheets</li> </ul>
<p><b>Northwest Elementary School</b> will develop appropriate roles for community-based organizations and businesses in parental involvement activities. PL 107-110 Section 1118 (e)(13) <b>(attach documentation)</b></p>	<p>AG Day/ Farm Safety Day, Festival of Trees, EMS, Fire Dept. programs, Fun Learning Days, Deaf Smith Library presentation, Rotary Club, Career day, Read-a-thon, music programs</p>
<p><b>Northwest elementary School</b> will jointly develop a current year school parental involvement policy. PL 107-110 Section 1118 (b)(1) <b>Northwest Elementary School</b> parental involvement policy is in a format and written in a language parents/families can understand. PL 107-110 Section 1118 (b)(1) <b>Northwest elementary School</b> parental involvement policy was jointly developed, with and agreed on with parents. PL 107-110 Section 1118 (b)(1) <b>Northwest Elementary School</b> parental involvement policy was made available to the local community Section 1118 (b)(1) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• Annual Title I meeting -Fall</li> <li>• PTO</li> <li>• Invitations, Agendas, Sign-in-sheets</li> <li>• Parent Involvement plan in English &amp; Spanish</li> <li>• Registration distribution of Parent Compact &amp; Parent Involvement Policy</li> <li>• Parent/ Teacher meetings- Spring &amp; Fall</li> </ul>
<p><b>Northwest Elementary School</b> policy describes that there will be an annual meeting, at a convenient time, to which all parents will be invited and encouraged to attend, to inform parents of the school's participation under this</p>	<ul style="list-style-type: none"> <li>• Title I Presentation of Program requirements &amp; services</li> <li>• Fall &amp; Summer meetings</li> <li>• PTO</li> <li>• Open House/ Lion's Quest</li> </ul>

<p>part and to explain the requirements under this part, and the right of parents to be involved? PL107-110 Section 1118 ©(1) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• Northwest parent involvement activities school &amp; community based</li> <li>• Invitations, agendas, handouts, minutes</li> </ul>
<p><b>Northwest Elementary School</b> policy describes how parents will be involved in an organized, ongoing, and timely way in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy? PL 107-110 Section 1118 ©(3) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• Title I Presentation of Program requirements &amp; services</li> <li>• PTO</li> <li>• Parent/ Teacher conferences- Fall &amp; Spring</li> <li>• Parent surveys - Spring</li> </ul>
<p><b>Northwest Elementary School</b> policy addresses how parents/families, when requested, will have opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible? PL 107-110 Section 1118 (c)(4)(C) <b>(attach documentation)</b></p>	<ul style="list-style-type: none"> <li>• Title I Presentation of Program requirements &amp; services</li> <li>• PTO</li> <li>• Parent/ Teacher conferences- Fall &amp; Spring</li> <li>• Parent Surveys- Spring</li> </ul>

Hereford Independent School District does not discriminate on the basis of race, religion, age, color, national origin, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.