

**Hanceville Middle School**  
**Parent and Family Engagement Policy**  
**2021-2022**

**Describe how the Local Education Agency will involve parents and family members in jointly developing the local educational agency plan under section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of section 1111(d).**

Hanceville Middle School promotes parent and family partnerships to ensure that our students receive an education that will help them be successful in their career of choice in the 21st century. Our school leadership team meets throughout the year to evaluate and to make revisions to our Continuous Improvement Plan.

Parents are involved in the development of our CIP. They have input through the Title I meetings, surveys, and district meetings. Two parents have been chosen to represent HMS at the Parent Connections meetings at the CCBOE. In these meetings, parent representatives learn about bullying prevention, suicide ideation, digital citizenship, and other topics. These parents then turn around this training at meetings at HMS.

**Describe how the Local Education Agency will provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the local educational agency in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education.**

Hanceville Middle School communicates through our newly updated website, an automated call-out system, and social media platforms on information of interest such as state testing and school/community activities. HMS teachers communicate with parents through Remind, email, face-to-face meetings, and student planners. Other parent information can be found in our Parent Information Center, across the hall from the front office.

School Parent Compacts are developed and signed by school, parents, and students. These compacts describe the responsibilities of each party in the education of the child. Communication is provided in the home language of the student when practicable. A parent liaison is provided by the district office as well.

**Describe how the Local Education Agency will coordinate and integrate parent and family engagement strategies under this part with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs.**

Hanceville Middle School encourages parent participation in our continuous improvement. They are encouraged to participate in district parent meetings through the CCBOE and in local school turn around trainings and Title I meetings. Parents are informed that they have the right to participate in the decision making process of the school and have the opportunity to volunteer to participate in this process.

HMS also assists parents with enrollment through the district online registration system. A parent liaison is provided when appropriate.

**Describe how the Local Education Agency will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under this part, including identifying--**

**(i) barriers to greater participation by parents in activities authorized by this section (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background)**

Through the input of our School Leadership Team and stakeholders, Hanceville Middle School will review, evaluate, and revise the CIP and the Parent and Family Engagement Policy annually. The results of the parent surveys will be reviewed, analyzed, and shared with the faculty, staff, and stakeholders of HMS. Concerns with the current plans may be addressed in writing to the principal.

**(ii) the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers**

Hanceville Middle School shall to the extent feasible and appropriate, coordinate, and integrate parental involvement programs and activities with other federal programs and conduct other activities and resources such as parent resource centers, that encourage and support parents in fully participating in the education of their children. Parents also engage with school personnel and teachers by entering into the School Parent Compact, in which the school, parent, and student's responsibilities in the educational process are outlined.

**(iii) strategies to support successful school and family interactions**

Hanceville Middle School has an open door policy for our parents and stakeholders. Parents are surveyed each school year so they can provide input into the continuous improvement plans for the school. Their perceptions of school culture and educational strategies provide guidance in improving the school in both climate and academics.

**Describe how the Local Education Agency will use the findings of such evaluation described in the section above (Sec. 1116(2)(D)) to design evidence-based strategies for more effective parental involvement, and to revise, if necessary the parent and family engagement policies described in this section.**

Hanceville Middle School will have parents participate in the continuous improvement process to help develop and review the CIP annually. Parents are notified if teachers are not certified in their teaching field through a letter sent home at the beginning of the school year. Parents also have a "Right to Know" what credentials their child's teachers possess.

**Describe how the Local Education Agency will involve parents in the activities of the schools served under this part, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the local educational agency to adequately represent the needs of the population served by such agency for the purposes of developing, revising, and reviewing the parent and family engagement policy.**

Through the annual Title I meetings, Hanceville Middle will give parents the opportunity to represent HMS at the district Parent Advisory Committee meetings. These parents will bring this information back to interested parents at HMS through local meetings.

The school counselor has an comprehensive guidance plan advisory committee which meets annually to provide input to parents and stakeholders in relation to the academic, social-emotional, and career needs of students.

**In order to build capacity for Parent and Family Engagement, the Local Education Agency will ensure effective involvement of parents and will support a partnership among the schools involved, the parents, and the community to improve academic achievement, the LEA shall:**

**Describe how it will provide assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children.**

Hanceville Middle School holds an Open House each year, so that parents may meet with their child's teachers to discuss the state standards and the expectations for their classes. Teachers also share class procedures and expectations which help them achieve success. A separate Open House is held for 6th graders and their parents so they can have an orientation to the standards and expectations of middle school.

Parents may monitor their child's progress through several ways. Progress reports and report cards are sent home at 4.5 weeks and 9 weeks, respectively. In between these dates, parents may have students log in to their PowerSchool account to see their current grades. If desired, parents may contact the teacher through email or may set up a conference at the school to discuss issues or concerns. State testing home reports are sent home during the first 9 weeks of school.

**Describe how it will provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement.**

As stated above, HMS sends parent representatives to district parent meetings to learn about various topics, including technology use. These parents then provide this training back at the local school. As requested, information to help parents with Chromebooks and Google Classroom is also provided. This information is also posted on the school

website. The school uses many modes of communication to share important information such as the automated call/text system and social media platforms.

The district also provides a middle school social worker who works with families who need more resources for their children to be successful, lessening or eliminating the barriers to learning.

**Describe how it will educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.**

Research reinforces the importance of parental involvement in increasing student achievement. HMS will provide support to Parent and Family Engagement Representatives at local schools (see parental involvement calendar at [www.ccboe.org/federal-programs-public](http://www.ccboe.org/federal-programs-public)) as they conduct turn around information for parents and staff members. School leaders will inform teachers, staff, and parents when meetings on various subjects will take place.

Teachers involved in the instruction of students of special populations will be involved and serve on the IEP, 504, or ELL committees as they work with parents to develop individual education plans for these students. Teachers of all students will communicate with parents and schedule follow-up meetings as appropriate. Teachers are available to meet with parents during their planning periods or before/after school by appointment.

**Describe how it will, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.**

Hanceville Middle School will provide a parent center with information on various topics of interest to parents such as behavior, study skills, and homework. A middle school social worker is funded on the district level to provide resources to parents to help overcome barriers to learning. These staff members connect parents with outside agencies such as DHR, The Link, and others to help parents with various needs.

**Describe how it will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.**

Hanceville Middle School and CCBOE will provide Spanish versions of the CCBOE handbook and student registration handbook for students whose home language is Spanish. HMS will utilize the district parent liaison to translate for parents in meetings and when home communication is needed. To the extent practicable, parent resource materials and/or information will be provided in a language that parents can understand through TransACT. The Parent and Family Engagement Policy will be posted on the school website.

**Describe how it will ensure and provide such other reasonable support for parental involvement activities under this section as parents may request.**

HMS parents are surveyed at the end of each school year which allows them the opportunity to give input and to voice concerns about their child's academic programs. We hold annual Title I parent meetings in which parents may share their ideas and feedback concerning our school improvement process. School parent representatives are solicited to attend monthly district Parent Connection meetings.

**Describe how the LEA may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.**

HMS will involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training. The school guidance counselor and administration meets once per year with parents and stakeholders to share about the comprehensive guidance program and to garner their input for the development of that program. Teachers and administrators are trained throughout the year on the comprehensive guidance program and the components of it.

**Describe how the LEA may provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training.**

HMS will provide necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training.

**Describe how the LEA may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.**

HMS will involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training. We will also provide necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training. To provide opportunities for parents to participate in school meetings, these meetings will be held at times and in locations which are convenient to the parents, ensuring that such meetings are held in the mornings and afternoons when they may be available. HMS will provide other reasonable support for parental involvement activities under section 1116 as parents may request.

**Describe how the LEA may train parents to enhance the involvement of their parents.**

The district holds Parent Connection meetings on a regular basis to train parents on topics such as bullying, suicide, and state testing/content standards. HMS sends two parent representatives to these meetings who then train parents about these same topics at the local school. A calendar of these training dates and the associated videos are available.

**Describe how the LEA may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.**

Hanceville Middle School provides a variety of times and opportunities for parents to meet with school staff about a variety of topics. When parents are unable to attend meetings at school, parents may participate via conference calls or video conferences. Meetings are offered at different times which may be more convenient to parents, such as after school and evenings. Parents may view their child's grades and track progress through the PowerSchool home portal. The district and school are open to exploring new

policies, practices, relationships, and attitudes that foster partnering for children's success.

**Describe how the LEA may adopt and implement model approaches to improving parental involvement.**

Hanceville Middle School uses the collaboration model for parents and family engagement. This model includes collaboration among parents, educators, and community partners. Collaboration occurs through monthly meetings at the district level with training on various topics pertinent to the educational process. Then, these trainings are provided back at the local school for other parents and stakeholders. Collaboration occurs through two-way communication, recognizing parents' strengths and solving problems together. The district and schools are open to exploring new policies, practices, relationships, and attitudes that foster partnering for children's success.

**Describe how the LEA may establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section.**

Hanceville Middle School provides two parent volunteers to attend the district advisory council meetings which allows them input into all matters related to parental involvement in programs and schools. These parents attend meetings at the district level and then conduct turn around training at HMS. Parents are also involved in the creation and revisions of the continuous improvement plans.

**Describe how the LEA may develop appropriate roles for community-based organizations and businesses in parent involvement activities.**

Cullman County Schools provides a middle school social worker, along with the local school counselor, who work with local agencies to eliminate barriers to learning. These agencies include The Link, the Cullman County Sheriff's Office, and other agencies who provide services for our schools and families. Family Support Services partners with our school to provide mental health-related services at the local school when transportation to the therapy session is limited. Local agencies and churches also provide Knapsacks for Kids with food for students to take home when students don't have enough to eat at home.

**Describe how the Local Education Agency, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children, parent and family members of homeless children, and parents and family members of immigrant children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such that the parents understand.**

The Student Registration Handbooks and Student Handbooks are translated into the home language. Letters and forms are translated into the parents' home language, when practicable. The parent liaison communicates with parents when needed to share information in a language parents understand. Training for faculty and staff is provided yearly on the ELL program and how to involve parents. Parent rights are shared in all meetings with parents of special population students. The HMS Parent and Family Engagement Policy will be posted on the school website.

**This LEA Parent and Family Engagement Policy has been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs as evidenced by the Hanceville Middle School Leadership Team. The school district will distribute this policy to all parents of participating Title I, Part A children on or before October 1, 2021.**

Susan Patrick  
PLAN APPROVED BY (Person or entity)

9-30-21  
DATE OF APPROVAL