

# **Schley County Elementary Parent & Family Engagement Policy 2020-2021**

**Revised: May 16, 2019**

In support of strengthening student academic achievement, Schley County Elementary receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents of participating children a written parental involvement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The Schley County Elementary agrees to implement the following requirements as outlined by Section 1118:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school-wide program plan under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent involvement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parental involvement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the school-wide program plan under Section 1114(b)(2) of the ESEA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1118 of the ESEA

## **DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOLWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

### **JOINTLY DEVELOPED**

Schley County Elementary will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

*Description of how parents will be involved in the development of the school parental involvement policy and how parents will be involved in the planning, review, and improvement of parental involvement programs.*

- *SCE will convene its planning committee, including parents, in order to examine and effectively plan for improvements to the Title I program. Planned parent involvement and examination of current program needs will be the primary focus, including the use of funds for parent involvement.*
- *Planning will include the needs assessment survey. Committee will collect and analyze information from parent surveys.*
- *Share information with the School Council members and collect feedback during both August and November meetings yearly*
- *Inform faculty of assessment surveys results and elicit teacher input towards improvements needed in Title I delivery to students.*

## **ANNUAL TITLE I MEETING**

**Schley County Elementary** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parental involvement policy, the school-wide plan, and the school-parent compact.

*Description of when the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved.*

- *Utilize parent needs assessment results to determine a convenient time*
- *Advertise planning meeting to parents of participating children*
- *Send e-mail(s) to the Planning Committee to notify of planning meeting*
- *Advertise the Annual meeting in the newspaper*
- *Send notices home to parents of participating parents*
- *Post on the school website*
- *Consider adding RESA, subject area nights*
- *Consider adding parent orientation for laptop computers*
- *Present PowerPoint explaining all aspects of the Title I program, School-Wide plan, Parent and Family Engagement policy, the School-Parent Compact, and assessments*
- *Provide handouts to parents (Parent and Family Engagement Policies, School-Parent Compact, Maintain agendas, minutes, and sign-in sheets*

## **COMMUNICATIONS**

**Schley County Elementary** will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parental involvement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

*Description of how the parental involvement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.*

- *SCE will continue to offer parent conferences for every student during weeks prior to fall break and include an opportunity during the scheduled workday at this time.*
- *All Title I teachers will have the flexibility for meetings to occur any time during the school day 7:30-3:30.*
- *Teachers will incorporate discussions about parent-compact topics during parent conferences.*

- *Relative information to the Title I program will be provided in the Parent-Student handbook, as well as posted on the school website.*
- *Convene an Annual meeting to explain the Title I program, the school's curriculum, academic assessments to measure student progress, and expected proficiency levels*
- *Offer Georgia Milestones information during Open House*
- *Utilize parent-teacher conferences to inform parents on individual basis.*
- *Advertise date and time via social media and website*
- *Provide various school forms in English and Spanish when possible*
- *Provide translator contact information in the Parent-Student handbook*

## **SCHOOL-PARENT COMPACT**

**Schley County Elementary** will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

*Description of the process the schools will follow to jointly develop with parents a school-parent compact.*

- *Invite parents to participate in the planning process and review of the School-Parent Compact.*
- *Utilize the Title I planning committee and/or the School Improvement committee to annually review/revise the school-parent compact.*
- *Maintain agendas, minutes, and sign-in sheets of all meetings involving the school-parent compact.*
- *Record in meeting minutes any feedback or comments from parents*
- *Allow student committee to hold a separate meeting and play active roles in selecting replacement members for the following year.*
- *Provide for and allow parent interactions with students during the student responsibilities portion of school compact.*

## **COORDINATION OF SERVICES**

**Schley County Elementary** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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 by:

*Description of how the district will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.*

- *Coordinate parent involvement programs with the Early Intervention program.*
- *SCE will continue to use resources of Ameris Bank, SCREA (Schley County Retired Educators Association), and Georgia Farm Bureau as important links in the career awareness program for students.*

## **BUILDING CAPACITY OF PARENTS**

**Schley County Elementary** will build the parents' capacity for strong parental involvement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet.

- Materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The State’s academic content standards.
  - The State’s student academic achievement standards.
  - The State and local academic assessments including alternate assessments.
  - The requirements of Title I, Part A.
  - How to monitor their child’s progress.
  - How to work with educators.

*Description of activities and any equipment or other materials that may be necessary to support parents in helping their student’s academic success.*

- *Open House Orientation - Georgia Milestones parent meetings*
- *Annual Title I meeting*
- *School Newsletters*
- *Parent-Teacher conferences*
- *Infinite Campus access to student grades for progress monitoring*
- *Website link to PIRC resources*
- *Initial Phase of 1to 1 rollout of student devices involving parent training opportunities*
- *Title I Annual meeting reading and/or mathematics activity sessions*
- *Provide log-in and access information for IXL, Moby Max, and Lexia websites*
- *Monthly Newsletters with academic activities*
- *Classroom teacher web pages*
- *Accessible information on the school Website and Facebook*

## **BUILDING CAPACITY OF SCHOOL STAFF**

**Schley County Elementary** will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate, and work with parents as equal partners, in the value and utility of contributions of parents and in how to implement and coordinate parent programs and build ties between parents and the school by:

*Description of activities that will be used with school staff to build their capacity to work with parents as equal partners.*

- *Presentations utilizing such resources as Safe Schools*
- *Presentations of Training Modules to Build Parent Capacity from GaDOE website*
- *1 to 1 laptop orientation*

**Schley County Elementary** will provide other reasonable support for parental involvement activities under Section 1118 as parents may request by:

*Description of actions the school will take to provide other reasonable support for parental involvement activities.*

- *Provide survey opportunities for parents*
- *Compile, summarize, and share survey responses from parents*
- *Provide reasonable support for other parental involvement activities*