

**School-Level
Parent and Family Engagement Plan/Policy**



School Parent and Family Engagement Policy
Conley Hills
2021-2022
Revision date: August 16, 2021

In support of strengthening student academic achievement, **Conley Hills** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Conley Hills** agrees to implement the following requirements as outlined by Section 1116:

- 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 parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement 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 ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA 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 parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement 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 1116 of the ESSA

JOINTLY DEVELOPED

Conley Hills 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.

Conley Hills Elementary invites all parents and families to attend our Parent Input Meeting held each spring to review and revise this Parent and Family Engagement Plan, as well as the schoolwide plan, our school-family compact and the family engagement budget. Additionally, parent input and comments regarding this plan are welcome throughout the school year through parent feedback forms, which can be found on the school's website and the Parent Resource Center. All parent feedback received during the year will be used to revise the plan next school year. The plan is distributed to all families of Title I scholars at the beginning of the school year via book bag and the school website. It is also available in the community at East Point Library. Annual surveys are also used to gather parent feedback. Parents and families can also give feedback during several parent meetings and activities throughout the school year.

- *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.*

ANNUAL TITLE I MEETING

Conley Hills 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 parent and family engagement policy, the schoolwide plan, and the school-parent compact.

Each year Conley Hills Elementary holds an Annual Title I Parent Meeting in the fall prior to November 1st. the Annual Title I Parent Meeting is to inform parents of the requirements of Title I and the school participation as well as the parents' right to be involved.

COMMUNICATIONS

Conley Hills 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 parent and family engagement.
- 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
- The residential facilities for students in the Conley Hills attendance area are included in the family engagement correspondence and activities.

The Parent & Family Engagement Plan will be distributed in a timely manner and multiple channels using an understandable uniform format, to the extent practicable, provided in a language the parents can understand. Conley Hills will also distribute this plan through the school website, at East Point Library, Parent Resource Center, and the main office.

Academic Parent workshops will be offered at various times (such as morning /evening meetings) during the school week. Parent meetings will be held in group sessions.

SCHOOL-PARENT COMPACT

Conley Hills 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.

The School-Family Compact was jointly developed by parents, scholars, and staff of Conley Hills Elementary School. Parents and teachers collaborated along with scholars on strategies, workshops, and parent engagement activities that will guide them through helping their child with math and reading at home. Scholars also gave input on what they could do to become better learners. Parent feedback is always welcome throughout the school year. The Compact is also discussed at parent-teacher conferences at least annually.

RESERVATION OF FUNDS

If applicable, **Conley Hills** will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Parents and families are invited to our Parent Input Meeting held in the spring of each school year to give input regarding how reserved funds are allotted for parent and family engagement activities.

COORDINATION OF SERVICES

Conley Hills will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement 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 by:

Coordinate and Integrate services with local and school wide Pre-K programs. Conley Hills Elementary will coordinate with Paul D West for 5th grade transition. All parents are invited to attend parent meetings and activities to support their child with transitioning to the next grade level.

Conley Hills is committed to helping our parents and families attend the family engagement activities listed in this plan. If transportation or childcare prevents your participation in family engagement activities, you may contact the parent liaison or school representative for more information.

BUILDING CAPACITY OF PARENTS

Conley Hills will build the parents' capacity for strong parent and family engagement 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 achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic 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 to improve the achievement of their child

We will train and educate parents on curriculum and academic assessments both local and state

- *Academic parent Workshop*
- *Math, Special Education, Parent Resource Center, Reading (to include education about the harms of copyright privacy, Science, and GMAS.*
- *Annual Title I Parent Meeting (September 14, 2021 via Microsoft Teams.)*
- *Parent/Teacher Conferences*
- *Curriculum Night*
- *Georgia Standards of Excellence*
- *Georgia Milestones*
- *Report Cards*

BUILDING CAPACITY OF SCHOOL STAFF

Conley Hills will provide training to 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 by:

- *Each school year Conley Hills Elementary provides quarterly meetings for staff during their planning periods or staff meetings to improve communication with parents and ideas to increase family engagement.*
- *Hold a Parent Resource Open House to educate staff on materials that are available for parents use.*
- *Provide staff with on-going training through parent engagement videos, newsletters, and parent engagement articles.*

Conley Hills will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

Conley Hills Elementary is committed to helping our parents and families attend the family engagement activities listed in this plan. If transportation or childcare prevents your participation in family engagement activities, you may contact the parent liaison or school representative for more information.