

Pelham City Schools

Parent and Family Engagement Plan

2023-2024
Revised June 22, 2023
203 Mathewson Ave.
Pelham, GA 31779
www.pelham-city.k12.ga.us



What is Family Engagement?

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

- That parents play an integral role in assisting their child's learning.
- That parents are encouraged to be actively involved in their child's education.
- That 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.
- The carrying out of other activities, such as those described in Section 1116 of the ESSA.

About the Parent and Family Engagement Plan

In support of strengthening student academic achievement, the Pelham City School District (PCS) has developed this parent and family engagement plan that establishes the district's expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships in our schools. This plan describes the ways that Pelham City Schools will engage families in the education of their children and build the capacity in its Title I schools (all PCS schools are Title I School-wide Programs) to implement family engagement strategies and activities designed to help students reach district, school, and individual academic achievement goals.

When schools, families, and communities work together to support learning, children tend to do better in school, stay in school longer and enjoy school more. Title I, Part A provides for substantial family engagement at every level of the program, such as in the development and implementation of the district/school plan, and in carrying out the district and school improvement provisions. Section 1116 of the Every Student Succeeds Act (ESSA) contains the primary Title I, Part A requirements for schools and school systems to involve parents and family members in their children's education. Since all PCS schools are Title I School-wide Programs, Pelham City Schools will work to ensure that the required district parent and family engagement plans meet the requirements of Section 1116(b) and each includes a school-parent compact consistent with Section 1116(d) of the ESSA.

Jointly Developed

Throughout the 2022-2023 school year, Pelham City School Charter System sought input from parents and stakeholders regarding the Parent and Family Engagement Program. In March of 2023, parents were given a survey to complete as part of the Comprehensive Needs Assessment process. The survey was available through a QR code and website link so that it would be very convenient for parents. A hard copy was also available if needed in the front office of each school. Because the survey was offered digitally, the survey was sent as a flyer with a QR code. This made it possible to send the survey through email, the 'Hornet Connection' parent newsletter, Remind, on the schools and district Facebook and the PCS website. We continue to have opportunities for input through Parent Chat & Chews held in December and March, input surveys, the monthly digital newsletter, school website and at parent events.

Additionally, after the PCS administration and leadership team completed a 2-day School Improvement retreat, stakeholders had a final opportunity in May 2023 to review and give feedback regarding the Title 1 documents, including the Parent and Family Engagement Plan, Student-Parent-School Compacts, and District Improvement Plan. The stakeholder meeting is announced at the year-end activities at each school, posted on the PCS website, Facebook, Remind, and class dojo.

Upon final revision, the district Parent and Family Engagement Plan will be incorporated into the CLIP and submitted to the state. Parents are welcome to submit comments and feedback regarding the plan at any time on the district website or by submitting written comments to their child's school.

The district Parent and Family Engagement Plan was posted on the district and school websites, distributed at the beginning of the school year, and during the Title 1 Annual parent meetings earlier this school year, and made available in the schools' parent resource center.



Strengthening Our Schools

This year the Parent and Family Engagement Coordinator (PFEC) will provide assistance and support to PCS schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. All PCS schools will receive notifications and resources from the PFEC to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the PFEC, with the help of the Director of Teaching and Learning, will hold monthly meetings and trainings with principals to review family engagement plans and activities.

Reservation of Funds

Due to the CARES Act and other supplemental funding allocated to Pelham City Schools during the pandemic, PCS may be required to set aside 1% of all Title I funds received for parent and family engagement; however, Pelham City Schools has already begun to involve parents in decisions about how the Title I funds it receives in FY23 are spent, especially regarding the spending of funds for parent and family engagement activities. Parents are asked for their input throughout the year at various events in the form of program evaluation questionnaires.

Technical Assistance

The district will provide clear guidance and communication to assist each school in planning effective parent and family engagement activities and in developing an adequate family engagement budget that addresses their needs assessment and parent recommendations. PCS will use feedback from school Parent Chat & Chews, Community work sessions, the annual survey, and the final district stakeholder document review meeting in May for parents to provide suggestions on how these family engagement funds will be used in the upcoming year at the district and school levels. Feedback received from these meetings will be reviewed by the district to determine areas of need for the upcoming school year and the corresponding budget.

Opportunities for Meaningful Parent Engagement

Input and suggestions from parents and family members are an essential component of the District and School Improvement Plans that are developed each year. All parents are invited to attend feedback opportunities described in this section to share their ideas and suggestions to help the district, schools, and students reach our student academic achievement goals.

Parent Chat & Chews- input meetings through the 2023-2024 school year- Opportunities for parents to give input into the parent engagement program and building staff capacity.

Parent Power Hour -held in August 2023 and January 2024- parent sessions offered to build parent capacity for student academic success and build parent advocacy.

PCS Parent and Stakeholder Meeting- May 2024

A final Parent and Stakeholder meeting we will be held for ALL parents, family members, stakeholders to participate in discussions to review the Title I documents, including the PCS Family Engagement Plans, and compacts as well as provide input on the family engagement budget and programs. Each school will send invitations home and call parents. In addition, the event, to include the date and time of the meeting, will be posted on Facebook, the school websites, the parent newsletter, displayed on flyers in the schools and around town, and published in the newspaper.

PCS Community Forum January 2024

Community Forum meeting in which input is gathered for the PCS Parent Engagement Program.

Parent input on the use of Title I funds to support parent and family engagement programs may also be provided through the Annual District Survey. The survey will contain questions related to the family engagement budget as well as a section for parents to provide their comments.

Unable to attend these meetings? Please visit www.pelham-city.k12.ga.us to review the meeting documents and minutes and leave your input. You can also visit the PCS Parent Involvement Resource Center located on the PES campus or contact the Parent and Family Engagement Coordinator at 294-8170 ext. 214, 221-2336 or via email csmith@pelham-city.k12.ga.us



Building Capacity

Pelham City Schools will build school and parent capacity for strong family engagement. This capacity will ensure effective involvement of parents and family members in supporting partnerships among the Title I schools, parents, and the community with the goal of improving student academic achievement. The following district-wide activities and programs will be used: Parent Academy, the Hornet Connection (digital monthly parent newsletter), and the PCS Parent Involvement Resource Center (PIRC). Pelham City Schools hosts Parent Power Hour series twice each year which is designed to be a resource for families and the community to support engagement, increase student achievement and enhance parenting skills. The PIRC's hours of operation and list of resources are posted at each school, on the district website, and in each school handbook.

Of Parents – Pelham City Schools will work as a district to provide assistance to parents in understanding state and district academic information connected to their student's learning and progress, as well as information regarding the Title I program. PCS will provide Annual Title I Meetings, Parent Power Hour, Parent Chat & Chews, Community Forums and the Parent Involvement Resource Center for parents to gain knowledge about the challenging state academic standards, local academic assessments, as well as the required assessments for Georgia students, including alternative forms of assessment. The dates and locations for these workshops/meetings will be posted on the district website and shared through newsletters as well as flyers, newspapers, Facebook, Remind texts, and phone calls.

PCS will also coordinate pages on the district and school websites that will contain resources and materials, including parent guides, study guides, and practice assessments, to help parents work with their children at home. Copies of these materials will be made available at all Title I schools for those families who may have limited internet access, including copies in other languages. PCS will host other workshops for parents based on the needs identified in the Comprehensive Needs Assessment and parent surveys. Dates and times for these workshops will be determined and announced by each individual school.

PCS has established a district-wide Parent Advisory Council, comprised of parent representatives from each school, through Parent Chat & Chew and the PCS Volunteer Program to provide advice on all matters related to family engagement in Title I, Part A programs. Parent Chat & Chew and the Volunteer Program welcome all parents including community leaders and business partners. The district will also encourage collaboration and participation with community partners by supporting and assisting with Parent Power Hour.

PCS will coordinate and integrate the district's family engagement programs with the local preschool programs and other federal and state funded preschool programs in the district by inviting faculty and staff from those programs to attend planning meetings focused on family engagement activities. In the spring, Pelham Elementary School will host Kindergarten Transition Day so parents may tour the school and receive information to help prepare them and their children for kindergarten. PCS will also coordinate with other programs and resource centers to ensure that parents are informed about available resources.

Of School Staff – PCS will conduct trainings during the school year (at least twice per semester) for principals and staff at each school to learn and discuss strategies to increase family engagement, improve school-family communication, and build ties with parents and the community. The Parent and Family Engagement Staff will disseminate appropriate parent engagement strategies through emails and webinars. PCS will also host a training for appropriate school staff and faculty that will focus on creating welcoming environments and improving two-way communication with families. This year the district leadership team will conduct a book study entitled, Powerful Partnerships by Dr. Karen Mapp which will be shared throughout the schools to help build staff capacity.

To ensure that information related to district, school, parent programs, and activities is available to all parents, a district newsletter will be sent home monthly. In addition, information will be sent through the Remind messaging system and posted online for parents and family members in an understandable language and uniform format. At the beginning of the year, school staff will be trained on parent notifications and resources to be sent home in parents' native language, where applicable. Information posted on the district website will be translated to the extent practicable. The district will also utilize school phone call systems, district and school websites, local news media, Remind, and other school messaging systems to post information for parents.

Parent and Family Engagement Evaluation

Each year, in an effort to improve the academic quality of the Title I schools, PCS will conduct an evaluation of the content and effectiveness of this Parent and Family Engagement Plan and the family engagement activities. The evaluation is conducted through an annual parent survey and parent meetings.

In the spring, schools announce the beginning of the survey and post a link to the survey for parents on the district and school websites. In addition, a QR code and survey link flyer for the survey is sent home, posted on Facebook, sent through email and Remind, posted on the doors of the school and in town. The survey is a tool

parents can use to share feedback regarding the parent and family engagement activities and programs. In addition to the annual survey, each school will use the Parent Chat & Chew, Parent Power Hour, and other events and discussions to identify the needs parents of Title I students have in order to design strategies for more effective family engagement.

PCS will use the findings from the input opportunities and the survey results to design strategies to improve family engagement, to remove possible barriers to parent participation, and to revise its Parent and Family Engagement Plans.

Accessibility

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, the Parent and Family Engagement Coordinator will communicate and collaborate with the Special Education and ESOL Departments to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in a language parents can understand.

Mark Your Calendars

For Parents

Title 1 Annual Meetings

PES October 3, 2023

PCMS October 24, 2023

PHS August 29, 2023

Community Work Session

January 2024

Annual Parent Survey

March 2024

System Parent Chat & Chew

December 2, 2023

March 29, 2024

PCS Family & Stakeholder Meeting

May 30, 2023, 1-3 p.m.

For Schools

Welcoming Schools Training

Pre-Planning for Teachers

& Staff July 27, 2023

Principal and Directors

Meetings

Second Tuesday of each

month

Staff Leadership Summit

May 29 & 30, 2024

Adoption

This district-wide Parent and Family Engagement Plan has been developed jointly and agreed upon with parents and family members of children participating in Title I, Part A programs as evidenced by the collaboration of parents, school, community stakeholders and district personnel through input meetings, online feedback.

This plan was adopted by the Pelham City School Charter System on June 22, 2023, and will be in effect for the 2023-2024 academic school year. The school district will distribute this plan in multiple ways to all parents of Title I, Part A children during the first two weeks of the fall semester.