

Parent and Family Engagement

1. Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% parent and family engagement set-aside, and the rights of parents involved. (Sec. 1116(c)(1))

Our district Federal Programs Advisory Committee, which is made up of representatives from each school's ACIP team, meets two times per year to review a needs assessment, Title I plan and set-asides for the upcoming year. An Annual Federal Programs Informational Meeting for all parents will be held in each school prior to September 30. The current year's meeting is September 27 at 9:00 a.m. The district Parent Involvement Specialist will provide a PowerPoint Presentation that explains the District Set-Asides, with emphasis on the 1% set aside for Parent Involvement. The presentation will also cover the Title 1 requirements, Parents' Right-to-Know, and opportunities for parents to be involved in their child's education and as a volunteer at the school. A handout will be provided for all attendees to share opportunities for parents to be involved in events at school. All attendees will be provided with an opportunity to obtain a full copy of the presentation.

2a. Describe how there will be a flexible number and format of parent meetings offered, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

The leadership and staff of Hayden Elementary School have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule. Hayden Elementary School believes in involving parents in all aspects of its Title I programs. Our process for how all parents have the opportunity for involvement in decision-making is as follows: We have a parent involvement liaison who has been trained on Title I, Part A, parental involvement, and parents' rights. He or she serves as a representative on decision-making committees and as a contact person for the Title I parents to answer questions about parental involvement and parents' rights. They keep parents informed of various committee work and receive input from parents for committee decisions. He or she assists in evaluating the parental involvement plan, and he or she assists in training other parents to be parent leaders. Title I parents have been introduced to the parent liaison at the annual meeting of Title I parents at the beginning of the school year. Parents are also given a timeline outlining various parent involvement opportunities that will take place throughout the year. Then we remind parents through weekly agendas, the school website, ClassConnect app, and by sending notes home of involvement activities going on each month. Through this, we hope to help parents better understand ways to help their children with everyday stress.

2b. Describe how parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making).

Hayden Elementary School uses our established school-parent compact to meet new guidelines. The School-Parent Compact was reviewed, and a change was made regarding parents having the opportunity to volunteer and participate in school activities. All parents are given a copy of the compact. They will be asked to sign the compacts signifying their commitment to working in partnership with the school in ensuring that their child is successful in school. The compacts will be discussed with teachers at faculty meetings. Each teacher will be given the responsibility to explain the compact to the students and obtain the students' signatures. The teachers will sign the compacts and house them in their classrooms for use during parent-teacher and/or student-teacher conferences. During parent conferences, teachers, parents, and students discuss the compact. Parents are given a copy of the compact to take home for future reference. Meetings are scheduled throughout the year with parents to share strategies and methods for improving student academic performance.

2c. Describe how funds allocated for parent involvement are being used in the school. (Sec. 1116(c)(2)(3)).

The school currently uses parent involvement funds to provide the ClassConnect app that is available for parent use and to provide postage for important communication that needs to be sent to parents via postal mail.

3. Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children. (Sec. 1116(c)(4)(A)(B)(C))

At parent meetings throughout the fall, Hayden Elementary School presents information about its Title I programs, the curriculum, and forms of academic assessment used. Parents learn about priority goals in reading and math. They also learn about how to schedule parent/teacher conferences and are reminded about how they can participate in decisions related to the education of their child. We presently have one ELL student. If an interpreter becomes needed, it will be provided at all Title I meetings to communicate with parents. In addition, documents will be provided, to the extent practicable, in the needed language.

4. Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-

Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated). (Sec. 1116(d))

In the fall of each year, Hayden Elementary School brings in its CIP Committee to review, evaluate, and revise its Continuous Improvement Plan. There is a parent on the Committee who represents all the parents of the school. During the review process, all parents are notified of the review through notices sent home in parent communication folders. The notices make parents aware that the plan is under review, that a copy of the plan is available for review in the office and on the school's website, and that parents have the right to give input regarding the revision of the plan. The notice also states that after the plan is finalized and approved, if a parent finds the plan to be unsatisfactory, they have the right to submit their concerns in writing to the school, and the school will submit their concerns to the central office at the same time that the CIP is submitted.

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan. (Sec. 1116(c)(5))

Parents will receive a copy of AimsWeb Plus and iReady data with report cards. Parents are encouraged to bring questions to the school principal for additional explanations and help. Students are taught in 4th grade to begin analyzing their own test scores, and this information is also sent home to parents. Meetings with parents that occur throughout the year address student achievement. Progress reports are sent home mid-term of every nine weeks to inform parents of their child's grades. Parents may request conferences with teachers, counselor, or school administrator on an as-needed basis. Teachers initiate conferences if concerns arise with a student. Parents are asked to attend a minimum of one parent/teacher conference a year. Hayden Elementary School will hold a mandatory annual Title I parent meeting at the beginning of the school year. Parents will receive an overview of the state academic content standards, academic achievement standards, and assessments. In addition, an explanation will be given regarding Title I, what services will be offered, and how parents have the right to be involved in their children's education. Parents will learn about their role in helping their child to be successful and the best ways to work in partnership with their child's teachers.

6a. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall 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, as appropriate, to foster parental involvement.

At the local school level, tools to help parents work with their children to improve achievement are offered, such as additional reading passages, supplemental review materials, math strategy handbooks, as well as the website offering videos, reviews, and game activities to reinforce the skills that are being taught in the classroom.

Hayden Elementary's CIP Committee works diligently to ensure that all parent materials and training are closely aligned with our schools identified goals. Staff are trained to assist parents and treat them in kind and respectful ways. Creating a culture of welcome and acceptance is critical to this. Parents are asked to participate in a variety of ways with school programs, community outreach, and parent assistance programs. Hayden Elementary School will continue to work with its teachers through in-service sessions, faculty meetings, and grade-level meetings in understanding the importance of parental involvement and those parents are our partners.

6b. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall educate teachers, office personnel, and other school 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.

At the local school level, tools to help parents work with their children to improve achievement are offered, such as additional reading passages, supplemental review materials, math strategy handbooks, as well as the website offering videos, reviews, and game activities to reinforce the skills that are being taught in the classroom.

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6c. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal 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.

Although we encourage parents to fully support the education of their children, we do not currently house an extensive parent resource center on campus. The school counselor does house many parent resources at the school, including informational brochures on a range of school and family related topics. Parents are invited to participate on a daily basis through volunteer opportunities. Parents are also solicited to participate with our annual Spy Day, Fourth Grade Picnic events, Third Grade Spring Fling, as well as other activities that promote learning and parent involvement. Information regarding parent involvement programs through the Blount County Board of Education is distributed, which includes resources for parents to become more knowledgeable and more involved with their child's education. Parent input is sought on various issues, such as a school-wide homework policy.

6d. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall 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.

Parents are notified in a variety of methods, including notes and flyers sent home, the school's website, the school's e-mail list, the school's marquee, ClassConnect app, and calls made through the calling system. Parents are notified of student absences through a district-wide call out system and the PowerSchool App. Teacher lesson plans are located in Schoology.

6e. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide such other reasonable support for parental involvement activities as parents may request.

Hayden Elementary has a multi-tier family engagement plan. This plan includes meeting with families to discuss the understanding of student data, volunteer opportunities, weekly communication methods, and encouragement of parent participation through surveys and school events.

7. Describe how the school will ensure the provision for 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), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand. (See ESSA Sec. 1117(f))

All efforts are made to include any of these individuals and make information and reports accessible to them in their native language or through the use of technology that translates English to another language. Plans exist in the CIP in preparation for any additional EL students who may join the student body of Hayden ES. Parents with disabilities are accommodated in whatever means necessary, whether they have a learning disability, mental retardation, or a physical disability (such as being confined to a wheelchair). Assistance is given as needed. For instance, if a parent or guardian cannot read information sent home, school personnel will read and explain the information to them. For parents who have physical disabilities, accommodations are made to ensure that they have access to any and all parts of the school program, including preferential seating. Translators and sign-language interpreters are on staff with the Blount County Board of Education to ensure that all parents are able to understand the information being presented. All schools and facilities are handicap accessible including our local school. Reports and information, including student progress notes and report cards, are available in Spanish, or other languages (as needed). Special accommodations are continuously made to communicate with parents by phone and home visits as needed. A Migrant Liaison is on staff at the Blount County Professional Development Center offering a wide variety of supports which also include the following: - Translating and support

at events including I.E.P. meetings and school functions - Translation of written materials including Parent compacts, student handbook, newsletters, progress notes, report cards, etc. - Home visits to encourage school attendance and respond to needs that may not be expressed at the local school (tutoring needs, clothing, hygiene, food, medical, immunizations, dental, vision, financial aide, school supplies, etc.) - Pre-K support and enrollment Headstart programs (multiple locations) - Outreach and identification of migrant families (posters, flyers, school notifications, dedicated direct phone line, booths at local events to inform parents of EL and migrant students of support services, etc.) - Professional Development for teachers to better serve students - Grade monitoring for all migrant and EL students with support provided for at-risk (drop out, failing, poverty) students - Information provided to parents about student options for College and Career Readiness (Career Tech, AP, ACT testing support, AimsWeb Plus support, dual enrollment, WorkKeys, Industry Credentials, military enlistment, etc.) - Family Literacy Activities.