



**Parent and Family Engagement Plan
Hidden Lake Primary School
2025-2026**

Purpose/ Goal Statement:

This parent and family involvement plan aims to bridge the gap between the school and home, ensuring every student has positive support for success in school.

This plan aims to promote parent and family involvement in all aspects of the school, thereby improving student achievement, attendance, attitude, and positive behavior.

We recognize that active parent and family involvement plays a crucial role in enhancing the academic success of our students. This plan aims to foster a robust partnership with all parents and families, ensuring we can provide our children with the highest quality education possible.

Funding

Hidden Lake staff will spend this money in the following ways:

- Teacher Workshops
- Printing and Binding of weekly folders for grades K-2
- Materials for parent workshops
- Parenting Brochures
- Educational materials to aid in student instruction

As a Title I school, Hidden Lake Primary School agrees to implement the following statutory requirements.

Annual Meeting

Hidden Lake Primary holds an open house before the start of school so that parents, families, and students can meet their teachers for the upcoming year. All forms the parents must fill out for the school are handed out and explained. Conduct folders and student handbooks are provided for every student. Non-English speaking/reading parent(s) may request help to complete the forms. Many forms are in several languages. Hidden Lake and Dothan City Schools selected these times due to parent requests. Staff will advise any parent unable to attend this open house to contact the school and set up another time.

Hidden Lake Primary staff will hold an annual Title I meeting in October. Staff will notify parents by letter, Remind 101, School Cast, newsletters, website, social media and marquee. Staff will discuss the following topics at this year's annual meeting:

- Title I participation, its service, and parents' rights
- An explanation of the school's curriculum and the State's content standards
- School Parent and Family Involvement Plan
- NWEA MAPS Reading and Progress Math Learning Growth Reports/ACAP
- Parent/Teacher Organization
- School-Parent Compact/Conferences
- Flexible Schedule of Parent Meetings
- Remind 101

Flexible Schedule of Meetings

The faculty and staff of Hidden Lake Primary believe that parent and family engagement is essential to student success. To accommodate parents' schedules and encourage participation, we will offer meetings throughout the year at various times and on different days.

Involvement of Parents in Planning, Review, and Improvement of Title I Programs

Hidden Lake Primary has a committee of parents, administrators, and teachers that meet to analyze test data, needs assessments, and surveys. Parents were given surveys at the end of the school year seeking their input on activities, training, and materials that the school should offer to parents next school year. This committee uses this data to develop the school's Improvement Plan and the Parent and Family Engagement Plan. The School's Advisory Team includes two administrators, two Instructional Coaches, two special area teachers, six classroom teachers, a media specialist, a counselor, and two parents. This team analyzes academic, non-academic, and school climate needs to set specific goals. The team also uses data to develop strategies to achieve these goals and schedule professional development as required. The Parent and Family Engagement Plan is crafted to complement the Continuous Improvement Plan. Copies of the ACIP are available for stakeholders to view in the office, library, and on the school website.

Timely information about the Title I Program, the Curriculum, and Academic Assessments Used

At the annual parent meeting at the beginning of the school year, Hidden Lake Primary School will host a general session to present information about its Title I programs, curriculum, and academic assessments. Parents will learn about the school's comprehensive program and the subjects taught, including reading, math, language, science, social studies, physical education, art, music, Spanish, and computer lab. Additionally, they will receive guidance on scheduling parent-teacher conferences and participating in their child's education decisions. Each parent will receive a copy of the Parent and Family Engagement Plan.

Parents are encouraged to visit classrooms during an open house in October. Parent-teacher conferences will be held throughout the year, where teachers will meet individually with each student's family to discuss the student's progress and scores.

Submission of Parent Concerns on School-wide Plan

Hidden Lake Primary will convene its School Advisory Team in May to review, evaluate, and revise the school-wide plan. We will invite the team to attend a parent meeting to discuss the plan and any desired changes. During this review process, staff will notify all parents through notices sent home in our signed paper folders. These notices will inform parents that the plan is under review, that copies are available in the Media Center and front office, and that they can provide input on the plan's revision.

The notice will also state that after the plan is finalized and approved, parents who find it unsatisfactory can submit their concerns in writing to the school. The School's Advisory team will address these concerns in Continuous Improvement Team meetings and forward them to the Central Office for further consideration.

Development of School-Parent Compact

All parents are given a copy of the School's Parent Compact at our Open House. The compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved academic achievement and how the school and parents will build and develop a partnership to help children achieve the State's high standards. The parents will all sign the compacts, which signifies their commitment to collaborating with the school and their child's teacher to ensure their child succeeds. The administrative team will continuously discuss the compact with teachers at faculty meetings. Each teacher will be responsible for explaining the compact to the students and obtaining the students' signatures. The teachers will sign and house the compacts in each student's cumulative folder.

Building Teachers' and Parents' Capacity for Strong Parental Involvement

To ensure the effective involvement of parents and to support a partnership between Hidden Lake Primary School and the community to improve student academic achievement, Hidden Lake Primary School has developed a Parent and Family Engagement Plan with the following components:

- (1) At the annual meeting, we will inform all parents about the State's academic and student achievement standards. Hidden Lake Website will be a resource for parents to find information regarding CCRS standards and math/reading strategies used in the classrooms. We will have the following activities throughout the year:
 - Open House- The beginning of the year Open House is on July 30, 2025.
 - Literacy Tour/Picnic- (Date TBA) Teachers will demonstrate a reading and phonics lesson for the parents, offering an inside look into the K-2 reading curriculum during the Literacy Tour. Additionally, teachers will provide parents with resources to support their children's learning at home.
 - Math Make and Take Mingle/Title I - (September) Teachers will demonstrate a math lesson for parents and provide materials for take-home resources to support the math

skills needed to master the Alabama Course of Study objectives. Attendees can also enjoy food trucks, and we will hold a bicycle giveaway.

- Parent Conferences will be held by October 30 for the first semester. The parents will meet with their child's teacher to discuss test scores and other concerns. We will also schedule a date for the second-semester conferences by February 28, 2026.
- Spirit of Service: (April) Spirit of Service is a community partnership promoted through the media, inviting community members to assist in our schools and other local areas. We feature a certified outdoor classroom, and our community members contribute by helping to clean the space and plant new greenery.
- Color Run (Dates TBD) Hidden Lake will host a color run and invite families to attend.
- Data Days- (Dates TBA) The entire faculty and staff at Hidden Lake will hold data days with parents so that students can present their data to their parents in math and reading.
- Grandparents Tea (1st Grade September) The first-grade classrooms will host a grandparent's tea. First graders invite grandparents to attend this tea and read with their grandchildren.
- Book Character Pumpkin Decorating Contest-October -Parents and children can pick a favorite book character and decorate a pumpkin.
- Cookies with Caregiver (Kindergarten): The kindergarten classrooms will host "Cookies with Caregivers." Caregivers are invited to attend this event and read with our Kindergarteners.
- Book Fair Family Days (TBA) Each year, the Librarian at Hidden Lake holds a book fair and invites family members to come to shop with their children.
- Read Across America Week- (March) is a week-long event focusing on creating a love for reading.
- Art Around the Lake-Hidden Lake will host an Art exhibit for parents and community members to see the art that our children have completed.
- Hidden Lake will have multicultural days throughout the school year in which parents and community members may participate.
- Shamrock Ball (TBA) Hidden Lake will host a Shamrock Ball for families to attend.
- Turkey Trot will take place before Thanksgiving. The winners of the race will receive a Turkey.

(2) Hold a workshop for the teachers, office personnel, and other staff on the value and utility of parents' contributions, how to reach out to, communicate with, and work with parents as equal partners, and how to conference with parents. All staff are expected to welcome parents to the school, as appropriate, and to work with designated staff members to meet parents' needs for their children. Teachers will promote and encourage attendance at parent workshops.

(3) To the extent feasible and appropriate, coordinate and integrate parent and family involvement programs and activities with other federal programs and conduct other activities, such as parent resource centers, that encourage and support parents' full participation in their children's education.

- Liberty Legacy- (2nd Grade) The kick-off is (February 5, 2026), and the final celebration (April 23, 2026) 2nd graders will participate in this program—an outside source funds this program, providing all materials to the teachers. Community members and parents are encouraged to participate.
- Community partnerships are coming to offer our parents workshops and support groups. Such seminars may include discipline and creating structure at home, outlining common issues and resources for parents, and social media.

(4) Foster Grandparents will provide children and families additional yearly assistance. They will offer mentoring, social-emotional support, and academic guidance to help address the needs of our students and their families.

(5) 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. Bilingual parents receive help with parent conferences when needed.

- Remind 101
 - Weekly Conduct Folders
 - Monthly Newsletter
 - School Website
 - Digital Sign in front of the school
- We ensure that all our communications with parents are translated into the languages necessary to accommodate the needs of our English Learner (EL) students and their families. This commitment ensures that language barriers do not hinder effective communication and engagement, fostering a supportive and inclusive environment for all members of our school community.

(6) Provide other reasonable support for parent and family involvement activities under this section as parents may request. Hidden Lake makes every effort to work with parents to meet their requests about their involvement in their children's education.

- Hidden Lake Grands- (August 2025-May 2026)

- This initiative invites grandparents to assist teachers with tasks such as tearing out workbook pages, making copies, and laminating materials. Additionally, grandparents are welcome to stay and have lunch with their grandchildren, fostering a stronger school community and family involvement.
- Parent Luncheons- Throughout the school year, we hold parent luncheons.

Kindergarten will be in November
 First Grade will be in December
 Second Grade will be in February

- Fun Day is a highlight of our spring calendar, providing a vibrant opportunity for parents to join their children in fun-filled outdoor activities. We welcome parent volunteers to participate in organizing and facilitating the event, whether by lending a helping hand or contributing materials. This collaborative effort ensures that Fun Day is not just a day of excitement and enjoyment but also a shared experience that strengthens the bonds within our school community.
- Fire Safety Week- (October), we have the local fire department come and talk with the children in grades K-2 about fire safety. They also participate in a poster contest.

Information in Understanding Language

Hidden Lake will implement parent and family engagement programs, activities, and procedures that do not discriminate against parents with limited English proficiency based on race, color, national origin, sex, disability, or age, consistent with Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990 (ADA); and the Age Discrimination Act of 1975; nor against parents of migratory children.

We will include provisions providing information and school reports required under Section 1111 of the ESEA:

- The Assistant Principal, Counselor, Instructional Coaches, Principal, and EL partner are working together to provide our EL parents with a toolbox of resources for all subject areas so that parents can better assist their children at home.
- Assistance in a language and format that is understandable and translated if needed.
- Translation of information into alternative formats upon request (i.e., translation in first Language, use of visual aids, etc.)
- Assistance from the ALSDE TransAct Compliance and Communication Center

