



**Parent and Family Engagement Plan
Hidden Lake Primary School
2026-2027**

Purpose/Goal Statement

The purpose of this Parent and Family Engagement Plan is to strengthen the partnership between home and school to support the academic, social, and emotional success of every student.

Hidden Lake Primary School is committed to fostering meaningful parent and family engagement in all aspects of the educational process. Through collaborative efforts, open communication, and shared responsibility, we strive to improve student achievement, attendance, positive behavior, and overall school success.

We recognize that parents and families are essential partners in education. By building strong relationships and providing opportunities for meaningful involvement, we can work together to ensure that every child receives the support, encouragement, and high-quality educational experiences needed to reach their full potential.

Funding

Hidden Lake Primary School will use Title I Parent and Family Engagement funds to support activities and resources that strengthen the connection between home and school, including:

- Professional learning opportunities and workshops for teachers to enhance family engagement practices
- Printing and binding of weekly folders for students in grades K–2 to facilitate communication between school and home
- Materials and supplies for parent and family engagement workshops
- Parent education brochures and informational resources
- Educational materials and resources that support student learning at home and in the classroom
- Electronic communication systems that improve communication and engagement with families

Commitment

As a Title I school, Hidden Lake Primary School is committed to implementing all requirements of federal law regarding parent and family engagement and will work collaboratively with parents, families, staff, and community stakeholders to support student success.

Annual Meeting

Hidden Lake Primary School hosts an Open House prior to the beginning of each school year, providing parents, families, and students the opportunity to meet teachers and become familiar with school expectations and procedures. During this event, families receive and review important school documents, including student handbooks, parent and student compacts, conduct folders, and required forms. School staff are available to answer questions and assist families with completing paperwork. Translation and interpretation services, as well as forms in multiple languages, are available to ensure all families can fully participate. Parents who are unable to attend Open House are encouraged to contact the school to arrange an alternate meeting time.

In October, Hidden Lake Primary School will conduct its Annual Title I Meeting to inform parents and families about the school's participation in the Title I program and to explain their rights and opportunities for involvement. Families will be notified through multiple communication channels, including letters, Remind, SchoolCast, newsletters, the school website, social media platforms, and the school marquee.

Topics discussed during the Annual Title I Meeting will include:

- The school's participation in the Title I program, services provided, and parents' rights under Title I
- An overview of the school's curriculum and Alabama College and Career Ready Standards
- The School Parent and Family Engagement Plan
- Student assessment information, including i-Ready and ACAP
- Parent and family engagement opportunities, including the Parent-Teacher Organization (PTO)
- The School-Parent Compact and parent-teacher conferences
- Flexible scheduling of parent and family engagement meetings
- School communication tools, including Remind

Flexible Schedule of Meetings

The faculty and staff of Hidden Lake Primary School recognize that meaningful parent and family engagement is a critical component of student success. To encourage participation and accommodate the diverse schedules of our families, parent meetings, workshops, conferences, and engagement activities will be offered throughout the school year at various times and on different days. Whenever possible, virtual participation options and alternative meeting arrangements will be provided to ensure all families have opportunities to be actively involved in their child's education.

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

Hidden Lake Primary School values the input of parents, families, staff, and community stakeholders in the continuous improvement of our school. A collaborative committee consisting of parents, administrators, teachers, and support personnel meets regularly to review student achievement data, needs assessments, survey results, and other relevant information to identify school strengths and areas for growth.

Each year, parents and families are provided opportunities to share feedback through surveys regarding the activities, training, resources, and support they would like the school to offer. This feedback is carefully reviewed and used to guide the development of both the school's Continuous Improvement Plan (ACIP) and the Parent and Family Engagement Plan.

The School Advisory Team includes two administrators, two instructional coaches, two special area teachers, six classroom teachers, a media specialist, a counselor, and two parent representatives. This team analyzes academic performance, non-academic indicators, and school climate data to establish measurable goals that support student success. The team also develops strategies, determines resource needs, and plans professional learning opportunities to ensure the successful implementation of these goals.

The Parent and Family Engagement Plan is designed to support and align with the goals outlined in the school's Continuous Improvement Plan. Copies of the ACIP and Parent and Family Engagement Plan are available for review in the school office, media center, and on the school website. Families are encouraged to provide ongoing feedback and participate in the planning and evaluation process throughout the school year.

Submission of Parent Concerns on School-wide Plan

Hidden Lake Primary School is committed to involving parents, families, and other stakeholders in the ongoing review and improvement of the school's programs and services. Each May, the School Advisory Team will convene to review, evaluate, and revise the Schoolwide Plan based on student achievement data, school needs assessments, stakeholder feedback, and program effectiveness.

Parents and families will be invited to participate in the review process through a parent meeting where the plan and any proposed revisions will be discussed. The school will notify families of these opportunities through communications sent home in student folders and through other school communication platforms.

Families will be informed that the Schoolwide Plan is under review and that copies of the plan are available for examination in the school's front office, media center, and on the school website. Parents and stakeholders will be encouraged to provide feedback and recommendations for improvement before the plan is finalized.

Once the Schoolwide Plan has been reviewed, revised, and approved, parents who believe the plan is not satisfactory may submit their concerns or recommendations in writing to the school. The School Advisory Team will review all feedback during Continuous Improvement Team meetings and, when appropriate, forward concerns to the district's Central Office for further consideration. Hidden Lake Primary School values stakeholder input and is committed to ensuring that parent and family voices are included in the school improvement process.

Development of School-Parent Compact

Hidden Lake Primary School recognizes that a strong partnership among parents, students, and school staff is essential to student success. To support this partnership, all families receive a copy of the School-Parent Compact during Open House at the beginning of each school year.

The School-Parent Compact outlines the shared responsibilities of parents, students, teachers, and school staff in promoting high levels of academic achievement. It describes how families and the school will work together to support student learning and help all children meet Alabama's challenging academic standards.

Parents are asked to review and sign the compact as a commitment to actively partnering with the school and their child's teacher to support academic growth and success. The administrative

team will regularly review and discuss the compact with faculty to ensure its effective implementation throughout the school year.

Teachers will explain the compact to students in an age-appropriate manner and discuss the important role each student plays in their own learning. Students will also sign the compact, acknowledging their responsibility for contributing to their academic success. Teachers will sign the compact and maintain the completed document in each student's cumulative folder.

The School-Parent Compact serves as a living document that reinforces the shared commitment of families, students, and school staff to creating a supportive learning environment where every child can succeed.

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 August 3, 2026.
 - Literacy Tour/Picnic- (Tentative Date: October 16th) 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 - (Tentative Date: November 19th) 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.
 - 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 26, 2027.
 - 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 (Tentative Date: October 30, 2027) 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 11, 2027) 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 (October) 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 1st-March 5th) is a week-long event focusing on creating a love for reading.
- Art Around the Lake-Hidden Lake will host an Art exhibit (Apr. 29, 2027) 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 (March 12, 2027) Hidden Lake will host a Shamrock Ball for families to attend.
- Turkey Trot will take place before Thanksgiving (Tentative Date: November 13, 2027). 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 4, 2027), and the final celebration (April 22, 2027) 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 2026-May 2027)
- 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