

# Parent and Family Engagement Policy

## 2018-2019

### What is Parent and Family Engagement?

Family Engagement means the participation of parents and families 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.

### Parent and Family Engagement Policy

- Hall County School District has developed this parent and family engagement policy that establishes the district's expectations for parent and family engagement and guides the strategies and resources that strengthen school and parent partnerships in the district's Title I schools. This plan will describe the district's commitment to engage families in the education of their children and to build the capacity in Title I schools to implement parent and family engagement strategies and activities designed to achieve the district and student academic achievement goals. When schools, families, and communities work together to support learning, children tend to do better in school, graduate, and enjoy his/her school experience.
- Title I, Part A provides for substantive parent and family engagement at every level of the program, such as in the development and implementation of the district and 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 districts to involve parents in their children's education. Consistent with Section 1116, the Hall County School District will work with Title I schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) and each include, as a component, a school-parent compact consistent with Section 1116(d) of the ESSA. In addition, Section 1112(3)(C) of ESSA contains the requirements for effective means of outreach to parents of English Learners. The Hall County School District will work with Title I and Non-Title I schools to involve parents of English Learners in their children's education.

### Jointly Developed

The Hall County School District will take the following actions to involve parents and family members in the joint development of its district wide parent and family engagement plan:

- Invite all parents to participate and provide suggestions and ideas during the Annual Stakeholder District meeting in April to improve this district parent and family engagement policy for the 2019-2020 school year. The district sends an e-mail to parents informing them about this meeting and posts announcements on the school district website and student information system announcement page. Members of the school advisory committees are also invited to the meeting. During this meeting, parents also review, discuss and provide feedback about the Consolidated LEA Improvement Plan (CLIP) and School Improvement/Title I Schoolwide Program.
- Upon final revision, the district parent and family engagement policy is incorporated into the CLIP which is submitted to the state.

- Invite parent comments and feedback from all parents, any time on the district and school's websites or by submitting written comments regarding their child's school to involve parents in the development of the parent and family engagement policy, the district plan, and the use of parent and family engagement funds.
- Provide parents access to the information in the district's parent and family engagement policy through the district website and engage in open communication about the plan during parent meetings and school advisory meetings.
- Conduct an annual review of parent and family engagement activities and discuss ideas for increasing parent participation by identifying barriers, developing strategies to remove barriers to parent participation, and encouraging the implementation of strategies to support school and family interactions. Solicit parent input as to how Title I funds for parent and family engagement activities will be used and how these funds can support the needs of parents and family members to be able to help their child learn.
- Solicit parent feedback and input continuously through school advisory meetings, PTO meetings, workshops, newsletters and school and district websites. All feedback received is included with the policy for this school year. Feedback from parents is used to inform the District Parent and Family Engagement Policy so that the evidence-based strategies incorporated into the policy are meaningful and relevant for parents.
- Post the district parent and family engagement policy on the district and school websites, distribute during the annual Title I school meeting and make hard copies available in the front office of each Title I school.

## **Technical Assistance**

The Hall County School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective Parent and Family Engagement activities to improve student academic achievement and school performance:

- Provide ongoing assistance and support via the Title I Program Assistant Director and the district Parent Outreach Facilitator (POF) to all Title I schools to ensure parent and family engagement requirements are being satisfied, and that parent and family engagement strategies and activities are being implemented. Title I schools will receive notifications and resources from the district and the POF to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the district and the POF will hold bi-monthly meetings and trainings with its Title I schools' parent liaisons to review family engagement plans and activities. Speakers from local businesses and community organizations are regularly invited to present at these meetings to lend their expertise in engaging parents and families and/or sharing resources available to support parents and families. Additionally, the district will convene a meeting in July for principals to review Parent and Family Engagement requirements and plan opportunities for Parent and Family Engagement activities and meetings for the following year.
- Offer guidance on appropriate use of parent and family engagement funds along with updates of funds remaining in the parent and family engagement budget.

## **Reservation of Funds**

The Hall County School District reserves 1 percent from the total amount of Title I funds it receives in FY19 to carry out the parent and family engagement requirements listed in this policy and as described in Section 1116 of the ESSA. Furthermore, the Hall County School District will distribute 90 percent of the amount reserved to all Title I schools to support their school's local-level parent and family engagement programs and activities. These programs and activities are designed to build parents' and family members' capacity to support their child academically.

Each Title I school will host an annual School Improvement Meeting in late Spring for parents to provide suggestions as to how these parent and family engagement funds will be used in the upcoming year at the district and school-level. Additionally, a feedback form is posted on school websites to solicit parent and family input as to how Title I funds for parent and family engagement activities will be used and how these funds can support the needs of parents and family members to be able to help their child learn. Suggestions from these meetings and the feedback forms are reviewed by the district to determine areas of need for the upcoming school year and consider changes to the family engagement budget.

The district will provide clear guidance and communication to assist each Title I school in developing an adequate parent and family engagement budget that addresses their needs assessment and parent recommendations.

## **Opportunities for Parent Consultation**

Input and suggestions from parents are an essential component of the district and school improvement plans that are developed each year. All parents of students eligible to receive Title I services are invited to attend two meetings described in this section to share their ideas and suggestions to help the district, schools, and students in reaching our student academic achievement goals.

### **District Meeting ~ April 17, 2019**

All parents are invited to receive the latest updates from the Hall County School District as well as review and provide input into the district parent and family engagement policy and the Consolidated LEA Improvement Plan for the 2019-2020 school year. Notices regarding this meeting will be emailed to parents and communicated in advance of the meeting. The district will also communicate information regarding this meeting on the school district website.

### **School Improvement Meetings~ March 11, 2019 – May 13, 2019**

During this window of time, each Title I school will host parent input meetings for parents to participate in roundtable discussions to review the school improvement plan, the school's parent and family engagement policies, school compacts as well as provide input on the family engagement budget and programs. Each Title I school will send a letter home and e-mail and/or send text to parents notifying them of the date and time of the meeting. Invitations will also be made available on the school websites.

Parent input on the use of Title I funds to support 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.

**If you are unable to attend these meetings. Please visit <https://www.hallco.org/web/federal-programs/> to review the meeting documents and leave your input.**

## **Building School and Parent Capacity**

The Hall County School District will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the Title I schools, parents, and the community to improve student academic achievement through the following districtwide activities and programs.

### **Assistance to Parents**

The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as:

- Georgia Standards of Excellence
- Georgia Milestones
- Title I, Part A requirements
- Strategies parents can use to support and monitor their child's academic progress
- Partnering with teacher to support their child's academic achievements

### **Materials and Training**

The Hall County Title I Schools will provide informational meetings and workshops for all parents to gain knowledge about the state-adopted standards and the achievement standards, as well as the required assessments for Georgia students including alternative forms of assessment. The dates and locations for these meetings and workshops will be posted on each Title I school's website and/or newsletter sent home. Dates and times for these meetings and workshops will be determined and announced by each individual school.

The Hall County School District will also provide a parent toolbox on the district website that will contain resources and materials, including parent guides, study guides, and practice assessments, to help parents work with their children at home. In an effort to assist parents with understanding the online student information system and other digital educational resources, Title I schools or District POF will host workshops for parents. Schools will also provide literacy training workshops. Dates and times for these workshops will be determined and announced by each individual school.

***Coordination of Services***

The Hall County School District will coordinate and integrate the district's parent and family engagement programs with Head Start through the District Parent Outreach Facilitator (POF). The POF meets with parents providing information and resources to support school orientation for parents and students to assist in successful student transitions to kindergarten. In the spring, the elementary schools will host Kindergarten registration days so parents may receive information to help prepare them and their children for Kindergarten. Also, late in the spring elementary, middle and high schools will work together to assist students and parents with school transitions from elementary to middle school and from middle school to high school. High schools will also work with local colleges and the Early College at Jones to provide helpful information to assist families with transition to college.

***Communication***

The Hall County School District will ensure that information related to the school and parent programs, meetings, and other activities, is available to all parents in an understandable and uniform format. Parent notifications and resources will be sent home in Spanish and to the extent practicable in other languages. Schools will use bilingual parent liaisons to assist and facilitate EL parent involvement. Information posted on the district website will be translated to the extent practicable. The district will also utilize school telephone systems, school websites, local social media, and other school message systems to post information for parents.

***Building Staff Capacity to Equip Personnel with Strategies to Increase Parent Involvement***

The Hall County School District with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools. Hall County School District will provide staff development using Canvas course on strategies to improve communication with parents and ideas to increase family engagement. Through these Canvas modules we will cover topics such as: Learning the Basics of Parent Engagement, Communication, Diversity and Inclusion-Promoting Cultural Competence, Parents and Homework, Increase Parent Participation, Student Led Conferences and Volunteering to Victories.

***Parent and Family Engagement Annual Evaluation***

Each year the Hall County School District and its schools conduct an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers and needs of parents and family members to encourage greater participation in family engagement activities and assist with their child's learning (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its Parent and Family Engagement policies.

The Title I Parent Outreach Facilitator, with the assistance and input of parents, will design a parent and family engagement survey. These surveys will be distributed electronically and in hard copy in an effort to reach all stakeholders. Additionally, these surveys will also be posted on the district and school website. In addition to the survey, each Title I school through their input meetings will design strategies for more effective parent involvement.

Hall County Schools will use the results of the survey and input meetings to recommend strategies to improve effective family engagement, to remove possible barriers to parent participation and to revise its parent and family engagement policies.

***Accessibility***

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, the district family engagement coordinator will communicate and collaborate with the Title III Program Assistant Director and Special Education Director 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.