**WALTON COUNTY SCHOOL DISTRICT**

**Parent and Family Engagement Plan**

***Harmony Elementary School***

***Draft August 1, 2019***

In support of strengthening student academic achievement, Harmony Elementary School, receives Title I, Part A funds and therefore must jointly develop with, agree with, and distribute to parents and family members of participating children a written parent and family engagement plan that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The plan establishes the school’s expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities. The plan is developed, with input from parents and other stakeholders, during July and August and is finalized in September of each year. It is reviewed by the district’s Director of Federal Programs prior to final approval. Once final, the plan is distributed to parents at the Annual Title I Parent Meeting, is posted on the school’s website, and is made available throughout the year in the school office and at parent-teacher conferences and other meetings at the school.

The Harmony Elementary School agrees to implement the following requirements as outlined by Section 1116:

* Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
* Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
* Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format and include alternative formats upon request and, to the extent practicable, in a language parents understand.
* If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
* Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

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

*(A) Parents play an integral role in assisting their child’s learning*

*(B) Parents are encouraged to be actively involved in their child’s education at school*

*(C) 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*

*(D) Other activities are carried out, such as those described in Section 1116 of the ESSA*

**JOINTLY DEVELOPED**

Harmony Elementary School will involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

**ANNUAL TITLE I MEETING**

Harmony Elementary School will conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school’s Title I program, the nature of the Title I program, the parents’ requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact. The Annual Title I Meeting will be held on September 19, 2019 at 5:30 p.m.

**COMMUNICATIONS**

Harmony Elementary will provide parents:

* Timely information about the Title I programs,
* Flexible number of meetings, such as meetings in the morning or evening,
* Transportation, child care or home visits, as needed to allow for parents and families to be engaged, and
* Information related to the school and parent programs, meetings, and other activities in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language parents can understand.

Information about Title I programs will be provided through postings on the school and district website, emails, newsletters, automated call-outs, and face-to-face meetings.

**SCHOOL-PARENT COMPACT**

Harmony Elementary School will jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state’s high standards.

Parents and other stakeholders contribute to the development of the Compact by participating in the survey that is administered each spring. Survey results are reviewed and parent suggestions are incorporated into the Compact for the following year when appropriate. Also, a Draft version of the Compact is posted on the school website for 14 days before being finalized to allow parents and other stakeholders to review and offer input.

**RESERVATION OF FUNDS**

Harmony Elementary School contributes its portion of the district’s Title I allocation back to the district to assist with the funding of a full-time Family Engagement Specialist. Parents have indicated in surveys that this is a good use of funds. The Family Engagement Specialist assists parents and families by providing the “Parent Connector” newsletter bi-monthly, by assisting Title I schools with planning family engagement meetings and activities, by preparing print and online materials to share with families, and by facilitating communication between families and their children’s school(s).

**COORDINATION OF SERVICES**

Harmony Elementary School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool 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.

Coordination with other organizations, businesses, and community partners to provide additional supports and resources to families includes Student Success Alliance (SSA) Boys and Girls Club, and Harmony Baptist Church.

**BUILDING CAPACITY OF PARENTS**

Harmony Elementary School will build parents’ capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

* Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of challenging State academic standards; and
* Materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
* Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  + The challenging State’s academic standards
  + The State and local academic assessments including alternate assessments
  + The requirements of Title I, Part A
  + How to monitor their child’s progress
  + How to work with educators to improve the achievement of their child

Activities, workshops, classes, and meetings for parents will include:

* Curriculum Night (September 19, 2019) share with parents Georgia Standards of Excellence Curriculum and requirements for all grade levels (Classroom Expectations, Attendance, Grading Policy, Communication, Assessments and Testing, and Information on ways to help students enjoy reading and improve comprehension).
* Literacy Night, February 11, 2020 (Reading Resources: Articles, strategies for helping children to read at home, Reading Connections: Tips for Reading Success).
* Volunteer Workshop (Located on the WCPS webpage. Follow the volunteer workshop link)

Online resources for parents will include our school website, Classworks, Journeys, MyMath, Schoology, Khan Academy (online tutoring and practice), and Moby Max.

Harmony Elementary School’s Parent Resource Center “An Educational Lending Library for parents” is located in the Media Center (Free materials and strategies to support instruction: Educational materials, books, brochures, and computers are available for all parents from 8:30 a.m. - 2:30 p.m.).

**BUILDING CAPACITY OF SCHOOL STAFF**

Harmony Elementary School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other 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.

Staff will participate in online training quarterly. This training will consist of tips and strategies for working with parents. Principals of Title I schools and/or the district Title I Director will also share important information with staff regarding 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 during face-to-face meetings such as faculty meetings.

Parents will assist the school in building staff capacity by participating in the survey that is administered each Spring. Survey results are reviewed and parent suggestions for building capacity of school staff are incorporated into plans for the following year when appropriate.

**OTHER REASONABLE SUPPORT**

Harmony Elementary School will provide other reasonable support for parent and family engagement activities as requested by parents. Parents who have a request for a specific activity, workshop, class, meeting, online resource, or material should communicate their request to Dr. Barbara Griffieth, Principal, who may be reached at 770-267-6574.