



New Hope Elementary School

Parent and Family Engagement Policy 2018-2019



I. Statement of Purpose

The faculty and staff of New Hope Elementary School are committed to providing a quality education that challenges all students to attain their greatest potential. We recognize parental support and involvement as an extremely important part of the process. It is our desire to provide multiple opportunities for parents, students, faculty, and staff to collaborate, communicate, and establish strong, meaningful, and lasting connections.

II. Developing the Policy

In collaboration with parents, New Hope Elementary School has developed the Parent and Family Engagement Policy (PFEP). Parents have been notified about the PFEP and its availability in an understandable and uniform format. The PFEP is provided in languages other than English as necessary. The Parent Coordinator requests and encourages parental input during the various parent meetings and workshops and uses that input to review and revise the PFEP annually. This annual revision will assure that the plan continues to meet the changing needs of the parents and the school.

The PFEP is distributed in the following ways:

- Open House
- Lowndes County Schools website
- New Hope Elementary website
- Annual Title I Parent Meeting
- Parent Workshops
- Special school events
- Schoology

III. Annual Title I Parent Meeting

New Hope Elementary School will hold an Annual Title I Parent Meeting near the beginning of the school year to inform parents of: Title I programs and requirements, parent and family engagement funding, school curriculum and assessments, federal guidelines, school accreditation level, school-parent compact, parents' right-to-know, services provided with federal funds, and PFEP.

In order to accommodate parents' schedules, meetings and workshops will be held at varying times in flexible numbers. New Hope Elementary School will involve parents in an organized, ongoing, and timely fashion in the planning, review, and improvement of the PFEP, parent and family engagement programs, and joint development of the school-wide Title I program. This applies to the Annual Title I Parent Meeting and all other parent and family engagement meetings.

New Hope Elementary School will inform parents in the following ways:

- Newsletters
- New Hope Elementary website
- Email
- PTO meetings
- Flyers
- School Messenger telephone calls
- Brochures

Activities for parent programs are ultimately suggested and determined by the parents.

The Parent Coordinator and/or the facilitator in charge of any parent and family engagement meeting will prepare a sign-in log, an agenda, and an evaluation. Minutes will also be documented. Copies of all documentation will be forwarded to the Federal Programs Director.

IV. Building Capacity

To ensure effective parent and family engagement and foster a partnership between school, parents, and community, New Hope Elementary School will:

- A. Assist parents in understanding academic content standards, assessments, and how to monitor, support, and improve the achievement of their children.
- B. Provide training opportunities for parents, faculty, and staff for improved student achievement. This will be done in the following ways:
 - Professional Development for faculty and staff
 - Parent Workshops for parents/guardians
 - Availability of the Parent Coordinator for assistance
 - Focused faculty/staff meetings
- C. Provide parents with opportunities that explain state academic and achievement standards, state and local assessments, and student progress.
 - Parent/Teacher conferences
 - Annual Title I Parent Meeting
 - Spring Planning Meetings

- District and school-level report cards
- Newsletters

D. Implement the following key strategies to increase meaningful parent and family engagement to help improve student learning:

- Hold Open House meetings in which parents are invited to meet with teachers and administrators concerning their child's progress
- Hold scheduled parent meetings throughout the year to maintain parent relationships with teachers and administrators
- Encourage parental involvement through the PTO and other voluntary opportunities to show that they are welcome and needed at the school
- Hold regular events to showcase student learning and talent and invite parents to attend
- Provide parents with online access to their child's attendance and grades via Schoology

V. Coordination of Programs

To coordinate parent and family engagement events, a Parent Coordinator is designated on the campus of New Hope Elementary school. The Parent Coordinator serves as a liaison between the school and the parent. The Parent Coordinator helps with organizing parent meetings and other programs in which parents are invited to the school to meet with teachers and administrators concerning their child's progress in the school. These meetings are set aside as a time to build and help maintain parent relationships with the school and the teachers.

The Parent Coordinator will hold four parent meetings or workshops throughout the school year. The meetings and workshops are aimed at helping parents understand state academic and achievement standards, state and local assessments, and student progress as well as continuing the learning process at home.

NHE provides Title-funded PreK and District-funded PreK programs. Participating parents/guardians are invited and encouraged to participate in the parent meetings and workshops.

The Parent Coordinator will meet with the District liaison a minimum of four times a year to maintain the parent and family engagement programs at the school.

VI. Parents' Right-to-Know

The District Superintendent annually composes a letter informing parents of their right-to-know. This letter is distributed to parents during Open House meetings, in registration packets, and at all other parent and family engagement meetings.

Students are entitled to instruction by a highly effective teacher under the Every Student Succeeds Act (ESSA). New Hope Elementary School notifies parents by letter when a

child is being taught by a teacher that does not meet the highly qualified criteria of ESSA. New Hope Elementary School also notifies parents by letter when a substitute teacher has been in a classroom for more than four consecutive weeks and does not meet the highly qualified criteria of ESSA.

VII. Shared Responsibilities for High Student Academic Achievement

A. To ensure effective parental involvement and to support a healthy partnership between school, parents, and the community, New Hope Elementary School will:

- Send informative letters home to parents
- Hold helpful meetings to discuss student progress and strategies for improvement
- Hold workshops to motivate parents for success
- Provide parents with individual student academic assessment results and interpretation of those results

B. New Hope Elementary School will, with the assistance of the District, provide assistance to parents of children served by the Title I school program in understanding such topics as:

- The State and District's academic achievement standards
- The State and District's academic assessments including alternate assessments
- Title I requirements
- Current curriculum in use
- How to monitor their child's progress
- How to work with the school and teachers to ensure student success

VIII. School-Parent Compacts

New Hope Elementary School, the District, and parents have jointly developed the School-Parent Compact. The Compact outlines the shared responsibilities of parents, students, teachers, and administrators for student academic achievement. The Compact also outlines how the school and parents will develop a partnership for student success and academic achievement. School-Parent Compacts are discussed and distributed at the beginning of the year. The Parent Coordinator works with the homeroom teachers to make sure every student/parent receives a compact. New Hope Elementary and its parents will review the compact yearly and revise it as needed.

IX. Evaluation

New Hope Elementary School works annually with the Parent Coordinator and the parents to evaluate the effectiveness of the PFEP and the federally-funded programs. Needs assessment results, feedback from parent and family engagement meetings, and other resources are used to determine the needs of the school.

Any suggestions for federally-funded programs are compiled into one comprehensive document for submission to the Federal Programs Director. Also, if the schoolwide program plan is not satisfactory to the parents of participating children, the school will submit any parent comments on the plan when the school submits the plan to the district.

If necessary, revisions are made to the PFEP and submitted to the Federal Programs Director.

Upon review by the Assistant Superintendent in charge of Federal Programs, all suggestions and revisions will be submitted to the School Board for approval.

X. Accessibility

New Hope Elementary, to the extent practical, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents of children with disabilities, and parents of migrant children, including information and school reports in a format and to the extent practical, in a language the parents can understand.



We work together!