



## **Parent and Family Engagement Policy 2023-2024**

**School: Hornets Nest Elementary**

### **I. Parent and Family Engagement Policy**

The following people were involved in developing the Hornet's Nest Parent Involvement Plan:

- Crystal Gaymon, Principal
- DeShay Everett, Assistant Principal
- Victoria Ormsby, SIT Chair
- Ryan Ormsby, SIT Member
- Cora McNeil, SIT Member
- Jennifer Foskey, Facilitator
- Jordan Weber, PTA President

B. Briefly describe the process your school used to:

- The Participants sit on committees or organizations, where regular meetings are held at the school facility, on a monthly basis. (HNES, PTA Team, and School Improvement Team Representatives). This group is made up of school administrators, teachers and parents.
- The School Improvement Team works to plan, revise, publish, and annually review the parental involvement policy, at our school.
- A parent involvement policy has been developed, published and meets all Title I requirements.
- Implementation of the policy began in September 2023.

### **II. Annual Information**

A. **In September, no later than October 27<sup>th</sup>, 2023**, an SIT meeting will be scheduled to review the Parent Involvement Policy. Suggestions for changes will be documented and taken into consideration for revision of the policy in the upcoming school year.

B. The plan will be shared with non-English speaking parents via translation services/assistance.

### **III. Flexible meeting times**

A. A survey will be distributed by the SIT with assistance from the PTA to parents, via digital format, and paper format, to solicit information regarding participation, and best meeting dates/times to consider for parental engagement purposes.

### **IV. Title I Part A Planning**

A. What timeline and strategies will you use to involve parents and families in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I Part A Program.

A. Through the use of Parentsquare, connect Ed messages, parent involvement will be solicited, encouraged, and reinforced.

B. The PTA and Parent members of the School Improvement Team will promote parental involvement and engagement via planned school events, such as curriculum Night and other activities where parents are expected to be present.

## **V. Parent Information and Opportunities**

Describe how you will provide parents with the following:

- Timely information on Title I programs will be provided to parents via the CMS website and via Connect Ed Messages.
- School performance profiles will be made accessible as soon as they arrive from the state.
- Student assessment results will be shared with parents in a timely manner upon receipt from the state
- A description and explanation of the curriculum, assessment forms, and proficiency levels will be provided to parents during quarter one. Interpreters will be available for those in need.
- The SIT will provide a platform for the regular meeting of stakeholders, and provide stakeholders, with decision making opportunities.
- All parents wishing to serve as a volunteer to the school will be granted permission to do so, pending registration and clearance from CMS.

## **VI. School-Family Compact**

A. School-Parent Compacts will be sent home early in September of each school year. The Compact will be sent home in English and Spanish and will be reviewed with students. A copy of the compact will be published on the school website for parent review.

## **VII. Building Parent and Family Engagement Capacity**

A. Briefly discuss how you will address:

- Curriculum nights and other elementary school appropriate parent events, to address the needs and concerns of the parents and students will be held to inform parents of the work we are doing at the school, in alignment with state and federal regulations.
- Staff members will be educated on how to work with parents to offer assistance with understanding critical roles the school plays in their student(s)' progression through elementary school.
- A parent and community involvement committee along with the school's PTA will coordinate and integrate parental involvement programs and activities on an ongoing basis.

## **VIII. English Learners and Disabled Parents and Families**

A. All parents will have equal opportunity to participate in all activities at the school.

## **IX. Parent/Family Requests**

A. The SIT & the PTA will work in collaboration to engage parents via planned school engagements, and during clubs/activities.

## **X. Annual Evaluation**

A. Discuss timeline and plan for involving parents and families in an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools.

A. At the start of each school year the SIT will review this policy. No later than October 30<sup>th</sup> of each year, the SIT will review the policy to make sure no revisions need to be made for the policy to be aligned with state and federal laws.

**XI. Other Parent and Family Engagement Practices** (School may include the following).  
Only describe the ones you choose to implement

**A.** Describe how your school addresses the following, **only** if practices are part of your schoolwide plan.

1. Involve parents/families in the development of training for teachers, principals and other educators
2. Provide necessary literacy training
3. Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and childcare cost
4. Train parents and families to enhance the engagement of other parents
5. Arrange school meetings at a variety of times or conduct in-home conferences for those unable to attend in school activities
6. Adopt and implement model approaches to improving parent and family engagement

Parents will be provided with curriculum lessons to support their student at home and financial training strategies within the school year and other venues: parent/teacher conferences, and intervention team meetings,

*{Please have this document translated into Spanish or other languages for your school}*