

Pelham City Schools

Parent and Family Engagement Plan

2018-2019
Revised June 28, 2018
203 Mathewson Ave.
Pelham, GA 31779
www.pelham-city.k12.ga.us

What is Family Engagement?

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

- (A) That parents play an integral role in assisting their child's learning.
- (B) That parents are encouraged to be actively involved in their child's education.
- (C) 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.
- (D) The carrying out of other activities, such as those described in Section 1116 of the ESSA.



About the Parent and Family Engagement Plan

In support of strengthening student academic achievement, the Pelham City School District (PCS) has developed this parent and family engagement plan that establishes the district's expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships in our schools. This plan will describe the ways that Pelham City Schools will engage families in the education of their children and build the capacity in its Title I schools (all PCS schools are Title I School-wide Programs) to implement family engagement strategies and activities designed to help students reach district, school, and individual academic achievement goals.

When schools, families, and communities work together to support learning, children tend to do better in school, stay in school longer and enjoy school more. Title I, Part A provides for substantive 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 systems to involve parents and family members in their children's education. Consistent with Section 1116, Pelham City Schools will work with its Title I schools to ensure that the required school-level parent and family engagement plans meet the requirements of Section 1116(b) and each include a school-parent compact consistent with Section 1116(d) of the ESSA.

Jointly Developed

Throughout the 2017-2018 school year, Pelham City Schools sought input from parents regarding the Parent and Family Engagement Program. In April-May 2018, parents were given a survey to complete as part of the Comprehensive Needs Assessment process. Pelham City Schools had 374 respondents to the Parent Survey. Results from the survey were shared with attendees at the May District Parent Chat and the Title I Spring Meeting and Volunteer Celebration. Results from surveys are used in the revision and development of parent engagement plans, compacts, and district/school improvement plans.

During the Title I Spring Meeting and Volunteer Celebration in May, all parents were invited to participate and provide suggestions and ideas to improve this district parent and family engagement plan for the 2018-2019 school year. This meeting was announced at the fall Title I Annual meetings at each school along with a list of parent activities for the school year. At the beginning of May 2018, invitations were sent home with students, flyers were posted around town, an announcement was posted on Facebook and on the school and district websites, and an advertisement was published in the local newspaper. The Parent Involvement Plans have been reviewed and revised during the Parent Chats this school year, and during this final system meeting, parents were given another opportunity to review and discuss the plans. An update on Title I and the Comprehensive LEA Improvement Plan (CLIP) was also provided at this meeting. Additionally, stakeholders will have a final opportunity to review and give feedback regarding the Title I documents, including the Parent and Family Engagement Plan and District Improvement Plan, via an online survey or in person at the District Office throughout the summer of 2018.

Upon final revision, the district Parent and Family Engagement Plan will be incorporated into the CLIP and submitted to the state. Parents are welcome to submit comments and feedback regarding the plan at any time on the district website or by submitting written comments to their child's school. All feedback received by July will be included with the plan for this school year.

The district Parent and Family Engagement Plan was posted on district and school websites, distributed during the annual Title I school meetings earlier this school year, and made available in the schools' parent resource centers.



Strengthening Our Schools

This year, the district parent and family involvement coordinator (PIC) will provide assistance and support to all Title I schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. Title I schools will receive notifications and resources from the PIC to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the PIC, with the help of the Director of Teaching and Learning, will hold monthly meetings and trainings with principals to review family engagement plans and activities.

Reservation of Funds

Due to the amount of funds received (less than \$500,000), Pelham City Schools is not required to set aside 1% of all Title I funds received for parent and family engagement; however, Pelham City Schools will involve parents in decisions about how the Title I funds it receives in FY19 are spent, especially regarding the spending of funds for parent and family engagement activities. Parents are asked for their input throughout the year at various events in the form of program evaluation questionnaires.

Technical Assistance

The district will provide clear guidance and communication to assist each school in planning effective parent and family engagement activities and in developing an adequate family engagement budget that addresses their needs assessment and parent recommendations. PCS will use feedback from School Parent Chats, including the final District Parent Chat in May, and our Title I Spring Meeting for parents to provide suggestions on how these family engagement funds will be used in the upcoming year at the district and school levels. Feedback received and minutes from these meetings will be reviewed by the district to determine areas of need for the upcoming school year and the corresponding budget.

Opportunities for Meaningful Parent Engagement

Input and suggestions from parents and family members are an essential component of the district and school improvement plans that are developed each year. All parents are invited to attend feedback opportunities described in this section to share their ideas and suggestions to help the district, schools, and students to reach our student academic achievement goals.

Spring Title 1 Meeting ~ April 25, 2019 @ 6 p.m.

All parents are welcome to hear the latest updates from Pelham City Schools as well as review and provide input into the district Parent and Family Engagement Plan and the Comprehensive LEA Improvement Plan (CLIP) for the 2019-2020 school year. Notices regarding this meeting will be sent home with all students, posted on Facebook, and published in the local newspaper in advance of the meeting. The district will also communicate information regarding this meeting on the school district website.

System Parent Chat Lunch ~ May 17, 2019 at noon

A final Parent Chat entitled "Plan for Success" will be held for ALL parents and family members to participate in roundtable discussions to review the district improvement plans, the school's parent and family engagement plans, as well as provide input on the family engagement budget and programs. Each school will send invitations home and call parents. In addition, the event, to include the date and time of the meeting, will be posted on Facebook and the school websites, displayed on flyers in the schools and around town, and published in the newspaper.

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

Unable to attend these meetings? Please visit www.pelham-city.k12.ga.us to review the meeting documents and minutes and leave your input. You can also visit the PCS Parent Involvement Resource Center located on the PES campus or contact the Parent Involvement Coordinator at 294-8170 ext. 214, 221-2336 or via email csmith@pelham-city.k12.ga.us



Building Capacity

Pelham City Schools will build school and parent capacity for strong family engagement. This capacity will ensure effective involvement of parents and family members in supporting partnerships among the Title I schools, parents, and the community with the goal of improving student academic achievement. The following districtwide activities and programs will be used: Parent Academy and the PCS Parent Involvement Resource Center (PIRC). Pelham City Schools holds two-three Parent Academies a year which are designed to be a resource for families and the community to support involvement and increase student achievement and enhance parenting skills. The PIRC's hours of operation and list of resources are posted at each school, on the district website, and in each school handbook.

Of Parents – Pelham City Schools will work as a district and through its Title I schools to provide assistance to parents in understanding state and district academic information connected to their student's learning and progress, as well as information regarding the Title I program. PCS will provide Parent Lunch-n-Learn Workshops and Parent Chats for parents to gain knowledge about the challenging state academic standards, local academic assessments, as well as the required assessments for Georgia students including alternative forms of assessment. The dates and locations for these workshops will be posted on the district website and shared through each Title I school's newsletter as well as flyers, newspapers, Facebook, Remind texts, and phone calls.

PCS will also coordinate pages on the district and school websites that will contain resources and materials, including parent guides, study guides, and practice assessments, to help parents work with their children at home. Copies of these materials will be made available at all Title I schools for those families who may have limited internet access, including copies in other languages. PCS will host other workshops for parents based on the needs identified in the Comprehensive Needs Assessment and parent surveys. Dates and times for these workshops will be determined and announced by each individual school.

PCS has established a districtwide Parent Advisory Council comprised of parent representatives from each school through Parent Chats and the PCS Volunteer Program to provide advice on all matters related to family engagement in Title I, Part A programs. Parent Chats and the Volunteer Program welcome all parents including community leaders and business partners. The district will also encourage collaboration and participation with community partners by supporting and assisting with Parent Academy.

PCS will coordinate and integrate the district's family engagement programs with the local preschool programs and other federal and state funded preschool programs in the district by inviting faculty and staff from those programs to attend planning meetings focused on family engagement activities. In the spring, Pelham Elementary School will host Kindergarten Transition Day so parents may tour the school and receive information to help prepare them and their children for kindergarten. PCS will also coordinate with other programs and resource centers to ensure that parents are informed about available resources.

Of School Staff – PCS will conduct trainings during the school year (at least twice per semester) for principals and staff at each school to learn and discuss strategies to increase family engagement, improve school-family communication, and build ties with parents and the community. The Parent Involvement Staff will also disseminate appropriate parent engagement strategies through emails and webinars. PCS will also host a training for appropriate school staff and faculty that will focus on creating welcoming environments and improving two-way communication with families.

To ensure that information related to district, school, parent programs, and activities is available to all parents, a district newsletter will be sent home at each school. In addition, information will be sent through the Remind messaging system and posted online for parents and family members in an understandable language and uniform format. At the beginning of the year, school staff will be trained on parent notifications and resources to be sent home in parents' native language, where applicable. Information posted on the district website will be translated to the extent practicable. The district will also utilize school phone call systems, district and school websites, local news media, Remind, and other school messaging systems to post information for parents.

Parent and Family Engagement Evaluation

Each year, in an effort to improve the academic quality of the Title I schools, PCS will conduct an evaluation of the content and effectiveness of this Parent and Family Engagement Plan and the family engagement activities. The evaluation is conducted through an annual parent survey and parent meetings.

In the spring, schools announce the beginning of the survey and post a link to the survey for parents on the district and school websites. In addition, a paper copy of the survey is sent home and is made available at the schools. The survey is a tool parents can use to provide

valuable feedback regarding the parent and family engagement activities and programs. In addition to the annual survey, each school will use the Parent Chats, Parent Academy, and other events and discussions to identify the needs parents of Title I students have in order to design strategies for more effective family engagement.

PCS will use the findings from the input opportunities and the survey results to design strategies to improve effective family engagement, to remove possible barriers to parent participation, and to revise its parent and family engagement plans.

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 Special Education and ESOL Departments 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.

Mark Your Calendars

For Parents

Title 1 Annual Meetings

PES: August 30, 2018
PCMS: September 6, 2018
PHS: September 25, 2018

Annual Parent Survey

April-May, 2019

Spring Title 1 Meeting

April 25, 2019
PES Cafeteria

System Parent Chat Lunch

May 17, 2019
BOE Conference Room

For Schools

Welcoming Schools Training

July 30, 2018

Principal and Directors Meetings

Second Tuesday of each month



Adoption

This district-wide parent and family engagement plan has been developed jointly and agreed upon with parents and family members of children participating in Title I, Part A programs as evidenced by the collaboration of parents, school, and district personnel at the Title I Spring Meeting, online feedback, and district-wide employee meeting.

This plan was adopted by the Pelham City School District on July 23, 2018 and will be in effect for the 2018-2019 academic school year. The school district will distribute this plan in multiple ways to all parents of Title I, Part A children on or before September 3, 2018.