

AMITE COUNTY SCHOOL DISTRICT

Family Engagement Policy & Plan

2018 - 2019



Family Engagement Policy and Plan

Adopted for use in 2018-2019

By the Family Engagement Parent Advisory Council (PAC)

The Amite County School District believes that durable and significant learning by a student is more likely to occur when there is an effective partnership between the school and the student's parents/guardians and families. Such a partnership means a belief in and commitment to significant educational goals for every student. To reach set goals the district will provide coordination, technical assistance and other support necessary to assist Title I schools to develop effective parent/family participation activities to improve academic achievement.

The Amite County School District will assist Title I, Part A schools in planning and implementing effective family engagement activities to improve student academic achievement.

This will be accomplished by:

- ✓ Serving on the schools' advisory committees, if requested
- ✓ Providing parent training sessions for parents as requested or needed
- ✓ Providing materials for schools to use in trainings.
- ✓ Conducting an annual evaluation of the content and effectiveness of the family engagement policy and plan. The evaluation will include an opportunity for parents to identify barriers preventing them from participating in parent activities provided by the schools and/or LEA.
- ✓ Providing a brochure in English and Spanish for parents. This publication will contain information on how to request information about the professional qualifications of teachers and paraprofessionals who work with their children, a copy of the "Parents Right-to-Know". This information is also included in the Amite County Student Handbook.
- ✓ Distributing to all parents the Amite County Student Handbook which includes the Family Engagement Policy and Plan.
- ✓ The Family Engagement Policy and Plan will be posted on the www.Amite.k12.us.ms web page.

- ✓ To the extent practicable, information posted to the “Parent Information” link of the Amite County Schools website, will be in both English and Spanish. Announcement flyers pertaining to parent training sessions where a translator will be present, flyers will be provided in English and Spanish.
- ✓ Providing monthly Home School Connection Newsletters will be English and Spanish.
- ✓ Convening the Parent Advisory Council twice yearly, to oversee the planning and implementation of the Family Engagement Plan. Additional meetings will be planned as needed or correspondence will be conducted via email.
- ✓ Providing a PowerPoint Presentation for each school’s annual meeting to discuss items indicated in section 1118 of the ESEA.
- ✓ Assisting Title I, Part A schools in developing a Family Engagement Plan.
- ✓ Providing parent’s access to the Amite County Resource Center which contains materials, games and books for parents to use to improve student’s academic achievement.

Amite County LEA Family Engagement Policy/Plan

PART I. GENERAL EXPECTATIONS

- The Amite County School District agrees to implement the following statutory requirements:
- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement plans meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate the LEA Family Engagement Policy and Plan into the LEA Title I Plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A family engagement requirements, to the extent practicable, the school district and schools will provide full opportunities 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 ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent at the district level and school level.
- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition: *Parent/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. 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 at school;
 - 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 1118 of the ESEA.

PART II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED LEA FAMILY ENGAGEMENT POLICY AND PLAN COMPONENTS

1. Amite County School District will take the following actions to involve parents in the joint development of its LEA Family Engagement Policy and Plan under section 1112 of the ESEA:
 - Biannual Parent Advisory Council Meetings
 - Email communication throughout school year
 - Annual Parent Survey Results
 - Website notices
 - Annual Title I Parent Information meetings regarding Federal Programs at each school. Handout provided at meeting for all parents includes a comment section to be collected by school officials at the conclusion of the meeting.
2. Amite County School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - Both schools are currently under review or improvement according to section 1116 of the ESEA

3. Amite County School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in providing opportunities for family engagement:

- Amite County Schools Family Engagement Information Booth at the Amite County Heritage Days.
- Power point presentation at each school's Annual Title I Parent Meeting which explains the required parent/family engagement and the 1% set-asides for family engagement, as well as reviews the other county-wide set-asides. A handout is provided for each parent. The form contains a detachable form to allow parents to make comments, suggestions or voice complaints.
- Materials or resources for distribution during the Parent Visitation Day each October, upon request by the schools.
- Materials, activities, games, internet resource, parenting resource, and grade appropriate materials are available for parents to make or check out from the Amite County Resource Center.
- Home & School Connection Newsletters to all student's grades K-6 in schools receiving Title I funds. The newsletters are also available for viewing on the Amite County website.
- Coordination between the following entities will help met the needs and will provide information for parents; Amite County social worker, special education coordinator, at risk teacher, consulting teacher, classroom teachers, guidance counselors, Migrant/ESL Home-School Liaison, PTO/PTA/PTSO officers and principals.
- LEA's Migrant/ESL Home-School Liaison will provide, whenever feasible, translations for all notices, required forms, and other communications sent home to parents in a language they understand.
- School-based parent liaisons will coordinate with the LEA Federal Programs to increase family engagement.
- The Family Engagement link on the Amite County website will be updated as needed.
- Conduct Grandparent Support Groups and others groups as parents at each school request.
- Conduct and/or provide other parent training sessions as needed or requested, i.e. homework tips, technology training, reading and math tips, etc.
- Provide materials, programs and/or resources needed for parent meetings at each school as requested.
- Provide Amite County Resource Center Information Brochure and posters to inform parents/teachers of the resources available to assist students in their academic success.
- A Parent Resource Corner will be stationed at each school. Pamphlets and/or brochures will be available at the station to include but not limited to: Amite County Parent & Teacher Resource Center, list of lending library books and resources, state assessment and state standards information, opportunities for volunteering, etc.

- Girls and Boys Night Out Events-Family participation -5th and 6th grade girls and boys event. Family involvement includes planning, instructing and participating in activities.
4. The Amite County School District will coordinate and integrate family engagement strategies in Part A under the following other programs by:
 - Providing access to the Amite County Resource Center for all parents whose children attend an Amite County School, Amite County Head Start Program and/or Reaching Individuals Seeking Education (R.I.S.E.) programs for developmentally delayed children.
 5. The Amite County School District will take the following actions to conduct, with the involvement of parents,
 - Annual evaluation:
 - Measure the content and effectiveness
 - Identify barriers to greater participation by parents in parental involvement activities (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).
 - Evaluation results will be used to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policy and plans.
 - Survey will be made available to all parents through a link on each school's website, paper copy sent home with each student and on the Amite County/Family Engagement website.
 - Summaries of the data collected:
 - Shared with Principals
 - Shared with Parent Advisory Council
 - Posted to the Amite County website for parent review
 - Used in the development of the following year's family engagement policy and plan.
 - Biannual meetings will be held of the Parent Advisory Council to review, revise and formulate the final draft of the Family Engagement Policy and Plan.
 - Additional revisions are accomplished through email and telephone communications. Information gleaned from the annual parent meeting, parent surveys, email correspondence, telephone logs and personal contacts will be considered when formulating the final drafts of the family engagement plan and policies.
 6. The Amite County District will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- A. 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 the following:
- The State's Academic Content Standards,
 - Parents will be provided information through the district website, through the State Standards link and through information provided each school at the Parent Resource Corner. Workshops will be developed on academic content standards as needed. The State's academic content standards are also discussed during the Annual Parent Information Meeting held in the fall of each school.
 - The State's Student Academic Achievement Standards,
 - Parents will be provided information through the district website, through the State Standards link and through information provided each school at the Parent Resource Corner. Workshops will be developed on academic achievement standards as needed.
 - The State And Local Academic Assessments Including Alternate Assessments,
 - Parents will be provided information through the district website, through the State Standards link and through information provided each school at the Parent Resource Corner. Workshops will be developed on local academic assessments as needed. The State's local academic assessments are also discussed during the Annual Parent Information Meeting held in the fall of each school.
 - The academic standards and programs used are also discussed during the Annual Parent Information Meeting held in the fall of each school.
 - The Requirements Of Part A,
 - Are provided through distribution of the Family Engagement Policy and Plan. A copy of the Family Engagement Policy and Plan is posted on the Amite website Family Engagement link in English and Spanish. A copy of the Policy/Plan is printed in the District Handbook which is distributed to all parents during the fall semester. Parents are asked to sign and return a verification form stating they have received and read the plan/policy.
 - How To Monitor Their Child's Progress,
 - Schools provide progress reports mid quarter, parent/teacher conferences can be scheduled at a parent's request throughout the school year.
 - Parent Visitation Day is scheduled during the month of October for all Amite County Schools. Teachers will be available for parent/teacher conferences by appointment during school hours. Each school will conduct various events for parents during this time.
 - Report cards are distributed each nine weeks.

- Information Now Parent Portal is available for parents to access to view grades, attendance and discipline. Link is available on the district website. Usernames and passwords are sent home to parents by the school.
 - Various schools have teacher email addresses available for parents and private social media sites have been established by some schools.
 - A link to each school is accessible at www.Amiteboe.net
 - How To Work With Educators:
 - The LEA's Federal Programs Title I will be available to help parents via telephone, email and in person regarding scheduling meeting with teacher, counselors, principals etc. Parents are encouraged to be organized, stay focused on one or two issues and make appointments with school personnel when the need arises. Parents are encouraged to volunteer to work in and for the schools as needed.
 - The Amite County Resource Center is available for use by any parent of a student attending an Amite County School. Laminators, book binding machines, copy machine, Ellison die cutting machine, computers, and internet access are all available at the Resource Center.
 - Materials, for example: construction paper, copy paper, laminating film, poster board, book binding supplies, are made available for parents at no cost.
 - A Parent Lending Library will be established at the Amite County Resource Center for that parents can check out books and/or resources to help them help their child academically.
 - A Amite County Parent/Teacher Resource brochure is located at each school so that parents will become aware of resources available.
- B. The Amite County School district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
- The Amite County Resource is available for use by any parent of a student attending an Amite County School. Laminators, book binding machines, copy machine, Ellison die cutting machine, computers, and internet access are all available at the Resource Center.
 - Materials, for example: construction paper, copy paper, laminating film, poster board, book binding supplies, are made available for parents at no cost.
 - Parent training sessions will be made available as needed or requested, i.e. homework tips, technology training, reading and math tips, etc.
- C. The school district will, 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, by:

- Providing specific information regarding what the district Family Engagement Policy and Plan provides for each school. This information will be included in the schools' Continuous Improvement Plans.
- Assistance and guidance to administrators and committee members in planning parent activities and revising family engagement policies and plans.
- Assist schools in the development of the School-Home Compact which outlines the responsibilities of parents, teachers, other school staff and students to achieve academic standards.
- Encouraging and using parent volunteers

D. The Amite County School District will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- LEA's Migrant/ESL Home-School Liaison provides, whenever feasible, translations for all notices, required forms, and other communications sent home to parents in a language they understand.
- LEA's Migrant/ESL Home-School Liaison translates, whenever feasible, for parent meetings, IEP meetings, parent/teacher conferences, disciplinary hearings, testing, health related appointments and registration.

PART III. APPROVAL

This LEA Family Engagement Policy and Plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the minutes from the Parent Advisory Council Meeting. The school district will distribute this plan to all parents of participating Title I, Part A children on or before September 30, 2018

Mary L. Russ

PLAN APPROVED BY (Person or Entity)

May 2019

DATE OF APPROVAL/REVISION