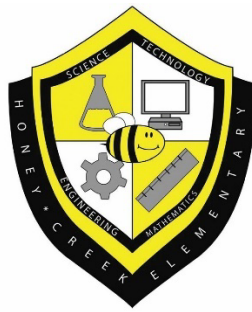


# School-Level Parent and Family Engagement Plan



## Honey Creek Elementary School School Year: 2023 – 2024 *Revision Meetings held: April 13 and April 20, 2023*

In support of strengthening student academic achievement, **Honey Creek Elementary** receives Title I, Part A funds and therefore must jointly develop with, agree on 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, and it is incorporated into the school's Title I Plan submitted to the local educational agency (LEA).

**Honey Creek Elementary** 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 Plan and the joint development of the Schoolwide Title I Plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the School Parent and Family Engagement Plan 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 Plan 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, including alternative formats upon request and, to the extent practicable, in a language parents understand.

- If the Schoolwide Title I 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

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN COMPONENTS**

**JOINTLY DEVELOPED**

**Honey Creek Elementary** will take the following actions to 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.

*Each year parents are invited to an annual Title I Revision Meeting where the previous year’s plans are reviewed, and feedback/input is solicited for the following school year’s plans. Parents are also provided the opportunity to give feedback through an Annual Title I Parent and Family Engagement Survey which will be accessible online at the end of 1<sup>st</sup> semester.*

## **ANNUAL TITLE I MEETING**

**Honey Creek Elementary** will take the following actions to 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 Plan, the Schoolwide Title I Plan, and the School-Parent Compact.

*At the beginning of each school year, prior to October 31<sup>st</sup> an Annual Title I Meeting is held. This is done in conjunction with another school event to aid parents in scheduling their time and school visits. All information regarding HCE's Title I program, including the parent involvement component is shared during this meeting.*

## **COMMUNICATIONS**

**Honey Creek Elementary** with Title I funds, transportation, childcare or home visits, as such services relate to parent and family engagement.

- 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:

*HCE's Parent and Family Engagement Plan can be located on the school's website and hard copies can be found in the Parent Resource Section of the Media Center. Parents will be made aware of its availability through class newsletters, school Messenger phone calls, posting on the website and other social media.*

## **SCHOOL-PARENT COMPACT**

**Honey Creek Elementary** will take the following actions to 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.

*All parents will be invited to an Annual Title I Revision Meeting in the spring of each school year. With the assistance of parents, the School-Parent Compact will be reviewed, using results from the Parent and Family Engagement Survey, parent feedback and other input that is provided to develop responsibilities for all parties involved. Any changes that are agreed upon are put into effect for the following school year.*

## **RESERVATION OF FUNDS**

If applicable, **Honey Creek Elementary** will take the following actions to 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 parent and family engagement is spent by:

*Parents are provided an opportunity to provide input on the 1% set-aside funds the school receives for parent and family engagement opportunities. Feedback is also collected through the Annual Title I Parent and Family Engagement Survey, workshop surveys and input suggestions on the school's Title I page.*

## **COORDINATION OF SERVICES**

**Honey Creek Elementary** 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 by:

*Honey Creek Elementary's Kindergarten transition team will work closely with local daycare facilities and the Head Start program to offer Kindergarten transition support. Parents will be invited for an early Open House event in the Spring. Daycare providers will be invited to bring students to the school for transition support. HCE will provide resources and materials to bridge the gap between Pre-K/At-Home learning to kindergarten.*

## **BUILDING CAPACITY OF PARENTS**

**Honey Creek Elementary** will build the 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 used at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards;
- 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; and
- 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; and
  - How to work with educators to improve the achievement of their child.

*HCE will host parent workshops to support parents in assisting their students academically, socially/emotionally and/or physically. This will begin with the parent curriculum night where teachers share the expected curriculum and provide parents with resources. Parents are also invited to attend parent-teacher conferences throughout the school year.*

### **BUILDING CAPACITY OF SCHOOL STAFF**

**Honey Creek Elementary** 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 by:

*To educate the teachers, principal, and other stakeholders, HCE will provide staff training twice per semester. The purpose of these meetings/training sessions is to build collaborative efforts between the school and community. HCE has a partnership with School Council to support this commitment. The Council is led by parents and provides the school with feedback to improve the instructional program. Additionally, the District Superintendent will hold forums for stakeholders to share their suggestions for improvement, ask questions, and acquire information about the mission and vision of Rockdale County Public Schools.*

**Honey Creek Elementary** will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

*At Honey Creek Elementary, our PTO will continue to highlight student behavioral achievement through our Top of the Hive program. We will also recognize students throughout the year for academic excellence utilizing awards days, carnivals, poetry recitation, AR, and DreamBox. We will also host parent-teacher conferences and parent workshops at Honey Creek Elementary.*