

## NASSAU SCHOOL DISTRICT

### 2020-2021 SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN

**SCHOOL NAME: Hilliard Elementary School**

#### Assurances

- The school will be governed by the statutory definition of parental involvement in section 8101(39), and will carry out programs, activities, and procedures in accordance with section 1116(b);
- Involve the parents and families of children served in Title I, Part A programs in decisions about how funds reserved for parental and family engagement are allotted for activities [Section 1116(a)(3)(B)]
- Jointly develop with and disseminate to parents and family members the school parental and family engagement plan in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand.[Section 1116(b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental and family engagement plan and the joint development of the school-wide program plan under section 1114(b)(2) [Section 1116(c)(3)];
- Use the findings of the parental and family engagement plan annual evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental and family engagement plan [Section 1116(a)(2)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment [Section 1112(e)(1)(B)(i)];
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112(3)(1)(A)].
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned. [Section 1112(e)(1)(B)(ii)1(h)(6)(B)(ii)];

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*Questions have been reordered to align with the Every Student Succeeds Act (ESSA) of 2015. New questions have been added and guidance is provided for how to respond to each question. Most questions are not new and can be found in the prior year PIP under the same headings.*

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#### Mission Statement

##### 1. Parental and Family Engagement Mission Statement (Optional)

*Include:*

*How the parent and family engagement plan is a shared responsibility.*

*How the parent and family engagement will assist in providing high quality instruction for all learners.*

*Response:*

**School Mission Statement-** Hilliard Elementary is committed to an educational process, involving the total community, which encourages each child to become a lifelong learner and provides the necessary resources to enable each student to develop into a responsible, productive citizen prepared to enter secondary education with both academic and social success.

#### Parent Notification of the Parent and Family Engagement Plan

2. How are parents and the local community notified of the parent and family engagement plan in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? [section 1116(b)(1)]

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Response: Parents are notified about parent/family information and activities via our school calendar, call system, weekly classroom newsletters as well as the school website. Important documents are provided in a language the parents can understand.

#### Annual Parent Meeting

3. How does the school notify and encourage all parents of Title I children to attend the annual Title I parent meeting? [section 1116(c)]

*Note: The information shared at the Annual Meeting should include the topics is #4 of the document.*

Response: Parents are notified about parent and family information and activities via our school newsletter and school website. We also have a monthly school calendar that notifies parents of upcoming meetings and events such as the Title I Parent Meeting. Information is also on the Welcome back to School Letter.

#### Communication

4. How does the school ensure the parents receive the following required information in a timely fashion according to section 1116(c):

- purpose and requirements of Title I;
- the importance of parent and family member involvement.
- a description and explanation of the curriculum in use at the school; the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards.
- and if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.

*Include:*

*How the school will provide timely information about the Title I programs.*

*How parents are informed of the importance of their engagement in their child's education.*

*How the school will describe and explain the curriculum at the school and the state and local assessment administered.*

*How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?*

*Note: This information is usually share at the Title I Annual Meeting.*

**Response:** Title I information is shared at our Title I Annual Meeting, School Advisory Council Meetings and PTO meetings as well. We also provide parents with a Title I Handbook that provides all of the above information. Teachers provide weekly newsletters to help parents better understand the curriculum and what assessments will be administered. The school calendar and Title I information is also included on our school website. Hilliard Elementary School will hold its Title I Annual Meeting at the beginning of the school year. Parents will receive important information about Title 1 and how it works at Hilliard Elementary School. The information which will be included will be information on parent rights as Title I parents, as well as state academic standards. Individual class and grade level information is sent home in a hard copy on a weekly basis. Student progress information is also made available to parents in multiple formats on a regular basis (every two weeks at a minimum).

#### Flexible Parent Meetings

5. Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1116(c)(2)].

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*Include:*

*How the school offers a flexible number of meetings, such as meetings in the morning or evening.  
How the school will provide (with Title I funds) transportation, child care or home visits.*

**Response:** Parents have multiple opportunities to meet and participate in decisions relating to the education of their children through the School Advisory Council, PTO and Parent Teacher Conferences. Hilliard Elementary School will host numerous events and meetings that promote parental and family involvement. Meals are provided as appropriate to facilitate parental involvement after a long day at work. We have found that parents and families are much more likely to attend when meals are included. Activities are provided for all age groups to promote family involvement. Activities are held at a variety of times and days to improve parent participation. The use of Title I funds to provide transportation, childcare, and other assistance will be considered as needed.

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### Shared Responsibilities for High Student Academic Achievement

6. Describe how the school will involve parents in an organized, ongoing, and timely manner, in:

- the planning, review, and improvement of Title I programs;
  - the planning, review, and improvement of the school parent and family engagement policy;
  - the joint development of the schoolwide program plan under section 1114(b);
  - the decisions regarding how funds for parental involvement will be used.
- [Section 1116(c)]

*Include:*

*How the school involved parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, the School Parent and Family Engagement Plan, the Schoolwide Plan (School Improvement Plan), and in the decisions made regarding how funds for Title I will be used.*

**Response:**

Parents have ongoing input into decisions about programs, funds and family engagement through our Title I Annual Meeting as well as our regular School Advisory Council Meetings. Parent feedback is also provided via our Title I survey.

7. Describe how the school will jointly develop with parents for all 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 in accordance with section 1116(d).

*Include:*

*How parents are involved in the development of the compact.*

**Response:** Parents meet each year to discuss changes and updates to our School-Parent Compact. Our School Improvement Team, with representatives from all stakeholders, reviews our current School-Parent Compact and makes suggestions for any changes to better address our needs. We will make changes as identified via this process. The compact is approved by this team prior to distribution. All parents receive a School-Parent Compact signed by the teacher and Principal. Parents sign and return their completed form.

### Building Capacity/Staff Development

8. Describe how the school will implement the following required activities that will build the 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. [Section 1116(e)]

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- How will the school aid parents in understanding the challenging State academic standards, State and local academic assessments, how to monitor their child's progress, and work with educators to improve the achievement of their children?

**Response:** The Title I Handbook will include information on their rights as Title I parents, as well as state academic standards. Individual class and grade level information is sent home in a hard copy on a weekly basis. Student progress information is also made available to parents in multiple formats on a regular basis (every two weeks at a minimum). Academic information/grades are always provided real time on the student FOCUS program for parents to keep up to date.

- How will the school provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement?

**Response:** A great tool that is provided to every parent on a weekly basis is our classroom newsletters. Teachers provide up-to-date information about student studies and provide information so that parents may work with students to improve student achievement. In addition, a variety of parental involvement opportunities are made available to parents to provide them with training and materials needed to work with their student at home in the area of reading, math, and science. During our parent nights, we place a strong emphasis on literacy and technology integration and discuss the harms of copyright piracy. We also put a strong emphasis on how parents can support their child at home. We teach parents about our various computer programs including iReady, Renaissance Place, IXL and Lexia. We also send home multi-sensory reading kits, so that parents can work on key reading skills with their child.

- How will the school 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?

**Response:** Our Reading Coach has been instrumental in assisting teachers with engaging, multisensory activities to assist parents as they work with students at home. She provides training for our paraprofessionals to better equip them for work in the classroom and after school tutoring. She has also provided in-service in communication with parents as partners. Our PTO is instrumental in bringing teachers and parents together in a meaningful way to bond the two partner groups in the common goal of assisting our students.

- How will the school coordinate and integrate parent involvement programs and activities with other Federal, State, and local 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?

**Responses:** Many of our activities include make and take or provide parents with learning materials to aide their participation in their child's education and success. Additional parental involvement programs and activities are coordinated with the school district to provide parents assistance and encourage full participation in their child's education. Examples include: Liaison for intervention and services, Child Find, CARRT, Family Matters of Nassau County, FIT program, and DARE program.

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### Accessibility

9. Describe how the school will provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand. [Section 1116(f)]

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Include:

*A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.*

*A description of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand*

**Response:** Information is sent to every child in the student's primary language. Forms are available in multiple languages. Our district also has an ESL coordinator who secures curriculum and supplies for ESL students and monitors their progress carefully. This coordinator also provides for any translation as needed. Information is also posted in multiple languages at the Nassau County district website. All schools in the Nassau School District are handicapped accessible.

### **Evaluation of the prior year Parent and Family Engagement Plan**

#### **Building Capacity Summary**

11. Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. [Section 1116(e)]

*Include participation data on the Title I annual meeting.*

Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Title 1 Annual Meeting/Open House	2	600+	Provides parents with basic information about Title 1 and school programs.
Volunteer Orientation/Recognition	2	110	More individualized help for our students.
Home/School Communication	weekly	ALL	Promotes quality positive relationships between home and school and keeps parents informed of academics and extracurricular events.
Family Engagement Activities	11	approx. 3000	Promotes positive relationships between parents and school through activities to reinforce learning as well as informing parents of state and local expectations.
After School Programs	Weekly	100+	Promotes positive relationships between parents and school through student enrichment activities

#### **Barriers**

12. Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. [Section 1116(a)(2)(D)(i)]

*Include the steps the school will take during the upcoming school year to overcome the barriers (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)*

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
One barrier we always face trying to involve parents is their work schedules. Many parents work in a larger town over an hour away.	Provide meals to help busy parents feel comfortable attending with their children at the end of a busy day – alleviating that additional step of trying to prepare a meal before they come. Publicizing that events such as Open House, Title 1 Open House, Meet the Teacher, and “drop-in” events so parents are informed of flexible event times.