



School Parental Engagement Policy
Haralson County Middle School
School Year 2019-2020

In support of strengthening student academic achievement, **Haralson County Middle School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents of participating children a written parental involvement policy that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Haralson County Middle School** agrees to implement the following requirements as outlined by Section 1118:

- 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 parental involvement policy and the joint development of the schoolwide program plan under Section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent involvement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parental involvement policy 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 ESEA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b)(2) of the ESEA 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 parental involvement and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement 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 1118 of the ESEA

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT
REQUIRED SCHOOLWIDE PARENTAL INVOLVEMENT POLICY
COMPONENTS**

JOINTLY DEVELOPED

Haralson County Middle School 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.

- Invitations will be sent for all parents to attend the annual Title I Parent Meetings to review the Parent Engagement Plan and make suggestions for the next school year. A Title I Parent Survey will also be used as a guideline in the development of the plan.
- The HCMS School Governance Team engages in discussions on how the plan can be updated and improved to maximize parent participation.
- Copies of the plan are distributed during Academic Family Nights and Open House activities, along with a comment sheet. Parents are asked for suggestions on how to improve the plan.
- Draft posted on website, the HCMS Facebook page, and a mass call/text sent asking for parent input before the plan is finalized.

ANNUAL TITLE I MEETING

Haralson County Middle School 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 parental involvement policy, the schoolwide plan, and the school-parent compact.

- Invitations are sent home encouraging parents to attend the annual Title I Parent Meetings. The invitation is also posted on the doors of the school. The flyer is also linked to the school website. In addition, a mass call system, the school marquee, the HCMS Facebook page, and a Remind text are used to inform parents of the meeting a week before it is held.
- The HCMS SGT meets four times a year to plan student and teacher support activities, facilitate parent volunteerism, and provide feedback to administrators and teachers regarding Title I and other school activities.

COMMUNICATIONS

Haralson County Middle School will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- 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 relate to parental involvement.
- 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:

- **Provide translated documents** created through staff access to translation software.
- **Translation Services** are available from various bi-lingual staff members as well as community translators.
- **Student Handbooks** are used to exchange information between home and school.
- **Teacher email addresses** are provided to parents in order to promote communication.
- The use of **automated call and texting systems** allows for different types of announcements to be sent to parents through their telephone or cell phone service.
- **The HCMS website** is available to anyone with internet access. The website contains announcements, policies, lunch information, and other topics that parents need to stay involved with their child's education.
- Provide information on school events on the **marquee and digital sign**.
- Teachers communicate with parents through **personal phone calls, group emails, classroom newsletters, and Remind texts**.
- School information is published quarterly in the student-produced **school paper, *The Rebel Yell***.
- HCMS provides school information to parents and stakeholders world-wide through the exploitation of various **social media outlets** including, but not limited to, Facebook, Twitter, YouTube, and Remind mass texting service.

SCHOOL-PARENT COMPACT

Haralson County Middle School 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.

- **The School-Parent Compact** was developed with input from parents, teachers, and administrators
- **The School-Parent Compact** outlines the responsibilities of parents, students, teachers, and administrators. It is given out when they enroll at HCMS, signed by all parties, and kept on file at school. Copies of the HCMS School Compact are available in the office at any time throughout the year.
- **The School-Parent Compact** can be found in the HCMS Student Handbook.

RESERVATION OF FUNDS

Haralson County Middle School 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 parental involvement is spent by:

- The **School Governance Team** reviews and provides input about the Charter Budget. The SGT has two parent representatives that serve on the team; however, all parents are invited to attend and offer feedback on the budget and all other items discussed.
- Parents also have an opportunity to give input on the budget at the **Annual Title I Meeting**.
- **Hard copies** of the Title I budget are available upon request.
- Data from Parent Surveys are used to determine parental involvement needs.

COORDINATION OF SERVICES

Haralson County Middle School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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:

- Local business owners will donate items to support the 8th Grade Luncheon/Dance, STEM education, incentives for attendance and outstanding effort, and Rebel Robotics.
- Business owners in the community are members of The HCMS School Governance Team.
- Local churches offer assistance to students and families in need of food items as they participate in the Food Bag or “Backpack Program”
- Help A Child Smile mobile dental van provide programs to encourage dental health
- The Tallapoosa Lions Club will provide free eye exams for all students.
- Career Week encourages local businesses to share more information about their establishments and promotes higher education.
- Canned Food and Toy Drive to benefit local food banks held in November and December
- Red Ribbon Week activities to promote a drug free lifestyle
- Dr. Brad Gambrell offered free physicals to the students participating in Special Olympics.
- Student Council & Beta Club service projects
- Participation in the planning and production of RebelFest as a partnership between school and local church associations to assist families and provide support for teachers and school staff.
- Eighth grade students participate in local business tours.
- The LAMP Initiative distributes Thesauri to the Seventh grade students.
- West Georgia Technical College offered tours for HCMS students.

BUILDING CAPACITY OF PARENTS

Haralson County Middle School will build the parents' capacity for strong parental involvement 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 in use at the school, the forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet.
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The State's academic content standards.
 - The State's student academic achievement standards.
 - The State and local academic assessments including alternate assessments.
 - The requirements of Title I, Part A.
 - How to monitor their child's progress.
 - How to work with educators.

- Parent meetings are held to inform parents of educational resources.
- An Open House in July is offered as a meet and greet for students and parents for the upcoming school year.
- A "Parents as Students Night" is held for parents to come to HCMS and do a walk through of their child's schedule and see the daily rituals and routines in the teacher's classrooms.
- Community STEM Nights
- Student-Led Teacher/Parent Conferences
- Home visits encourage regular attendance and promote parent engagement
- The HCMS School Governance Team meeting dates are posted online, Facebook, the school marquee and exterior digital sign.
- Invitations to participate in Career Week and STEM lessons.
- Information concerning Book Fairs held at HCMS
- STEM brochures are dispersed to explain what STEM is, why it is important, HCMS's STEM program, and how parents can get involved.
- The Parent Resource Center is available for parents Tuesday-Friday from 7:30 to 5:00. It is located in the Counselor's Office.
- Lexile and Student Growth Percentile handouts are distributed to inform parents of what Lexiles are, their student's score, goals, activities, and tips on how they can increase their Lexile score.

BUILDING CAPACITY OF SCHOOL STAFF

Haralson County Middle School will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate, 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 the school by:

- Work collaboratively with the HCMS Leadership Team to continue the implementation of Parent Engagement Strategies.
- **Induction Training** for new teachers related to standard #10 (Communication) of the **Teacher Keys Evaluation System**.
- The SGT is comprised of two teachers, two parents, and two community members who meet quarterly. They are also required to participate in yearly training.

Haralson County Middle School will provide other reasonable support for parental involvement activities under Section 1118 as parents may request by:

- **Student-led Conferences** provide families with information regarding the academic progress and proficiency directly from their child. Teachers are available to answer questions. Individual conferences are available any time upon request
- **Announcements** of events are listed on the marquee, digital sign, school website, and various social media web sites.
- **Lunch menus** are available, both hard copy, on the Nutrition Department's Facebook page, and on the school's website.
- **Open House** – Allows parents the opportunity to meet teachers, ask questions and develop supportive relationships with teachers before the start of the school year.
- **Community STEM Nights**
- Upcoming events are announced through a **mass call system** regularly
- **Remind-** sends out mass texts about upcoming events
- **Rebel Yell** – A student produced school paper.
- **Honors Day awards program**
- **School Email** – Parents are encouraged to communicate with teachers through the email.
- **Parent Mentor** assists parents (particularly SWDs) in understanding and accessing appropriate services. Conducts home visits and cultivates positive relationships with parents and other outside service agencies.
- **Response To Intervention Meetings** – Parents are involved in the RTI process at various levels in an effort to develop plans to address individual student needs. This includes Tier III, as well as Tier IV (Special Education).
- **“Parents as Students” Night**
- **Four SGT meetings per year**
- **Annual Title I meeting**
- **Parent Resource Center**

DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT
POLICY COMPONENTS

***NOTE TO SCHOOLS:** The School Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under Section 1118(e) of the ESEA.*

Indicate which of the following discretionary (optional) school parental involvement policy components the school will implement to improve parental involvement:

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide necessary literacy training for parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
- Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- Train parents to enhance the involvement of other parents.
- To maximize parental involvement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.
- Adopt and implement model approaches to improving parental involvement
- Establish a schoolwide Parent Advisory Council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

***NOTE TO THE SCHOOLS:** Describe how each discretionary item checked above will be implemented.*

Parent and Family Engagement written procedures for Haralson County Schools

Parent and Family Engagement Plans

District and school parent and family engagement plans are reviewed and revised annually and throughout the year with parents, families and other stakeholders (teachers, principals, administrators, and other school personnel). The district will hold a meeting for review of the District Parent Engagement Plan at the Central Office. All parents, teachers, administrators, and other school personnel in the district will be invited to the meeting to provide input. A notice will be put in the paper of the meeting dates. Parents and families will be notified in multiple ways (flyers, texts, social media, and calling message) of meeting to gather input from parents and community members. District parents that cannot attend the meeting will be given the opportunity to obtain a copy from the HCSD website and submit input before the final revisions are approved. The Chief Administrative Officer will be responsible for collecting the required information (agenda, meeting notes, and sign in sheets). The district will hold the meeting in the summer to revise plans for the next school year. The LEA Parent and Family Engagement Policy checklist will be applied to district and school plans. Revision dates will be clearly marked on each plan.