

Eufaula City Schools

FY19 Parent and Family Engagement Plan

19. Sec. 1112(b)(7)

Describe the strategy the local educational agency will use to implement effective parent and family engagement under section 1116. (This question will be answered in the written policy below).

Parent and Family Engagement Written Policy (Sec. 1116(2)) Sec.

1116(a)(2)(A))

A. Describe how the Local Education will involve parents and family members in jointly developing the local educational agency plan under section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of section 1111(d).

A representative group from the Eufaula City School System will collaboratively develop the Parent and Family Engagement Plan; a draft of the plan will be distributed to the Federal Programs Advisory Committee, parent and family liaisons from each school, and each local school for review by school and parent leaders; the primary planning committee will consider any suggestions or feedback, and comments and suggestions received throughout the academic year will be maintained to be included in evaluation and annual revision sessions.

Sec. 1116(a)(2)(B))

B. Describe how the Local Education Agency will provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the local educational agency in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education.

Eufaula City Schools will provide resource guides to assist in the development of plans; training will be offered to school leaders to include administrators, faculty, and parents; suggested timelines will be established to assist schools in effective planning; and outlines of necessary documentation will be provided to local schools to assist with the implementation and monitoring of the school's program. Regular parent meetings will be conducted (PTA, EL Family Night, Boosters, etc.) Parents will be encouraged to be involved and support learners at home by "training" on state content standards and strategies. Town Hall Meetings hosted by the Superintendent also provide parents and community members with another opportunity to share concerns, ask questions, or just a time to come and spend more time with district staff members. Quarterly Town Hall Meetings are held with Alabama Virtual School staff and families.

Funding will be provided to each school (90% of the 1% of Title I, Part A funds) to support the development and distribution of the district's written parental and family engagement policy in addition to parental and family engagement activities included in each school's improvement plan.

Sec. 1116(a)(2)(C))

C. Describe how the Local Education Agency will coordinate and integrate parent and family engagement strategies under this part with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs.

Eufaula City Schools will coordinate and integrate parent and family engagement strategies including; conducting transition programs from pre-K to Kindergarten, pre-k programs and local daycares to include school visitation, distribution of enrollment information, counseling related to academic expectations and participating in a School Summit for Parents in the spring.

Additionally, the district provides multiple opportunities for parents to participate in district discussions, as well as local school “parent nights” to learn more about their child’s school and the instructional resources/practices. Town Hall Meetings are designed to promote strong partnerships with the community and school system. Bi-monthly chat and chews with the Superintendent also provide parents and community members with another opportunity to share concerns, ask questions, or just a time to come and spend more time with district staff members.

Sec. 1116(a)(2)(D))

D. Describe how the Local Education Agency will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under this part, including identifying—

(i) barriers to greater participation by parents in activities authorized by this section (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)

A representative group from Eufaula Schools will survey parents and family members to evaluate the effectiveness of the program including, but not limited to, parental and family engagement strategies and barriers to greater participation. This survey will be offered in the spring and disaggregated in the comprehensive needs assessment process in order to better assist in the development of the district improvement plan. Translation services are provided at each school as needed, and EL Parent Nights provide individualized opportunities for EL parents to learn more about the schools.

(ii) the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers

A representative group from Eufaula Schools will survey parents and family members to evaluate the effectiveness of the program including, but not limited to, parental and family engagement strategies and barriers to greater participation. This survey will be offered in the spring and disaggregated in the comprehensive needs assessment process in order to better assist in the development of the district improvement plan.

(iii) strategies to support successful school and family interactions

A representative group from Eufaula Schools will survey parents and family members to evaluate the effectiveness of the program including, but not limited to, parental and family engagement strategies and barriers to greater participation. This survey will be offered in the spring and disaggregated in the

comprehensive needs assessment process in order to better assist in the development of the district improvement plan. Additionally, the district provides support through counseling services at each school, as well as contracted services with SpectraCare and a licensed counselor.

Sec. 1116(a)(2)(E))

E. Describe how the Local Education Agency will use the findings of such evaluation described in the section above (Sec. 1116(2)(D)) to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement policies described in this section.

A Eufaula City Schools representative group will disaggregate and examine findings from the survey administration in the spring. The data will be used to design and/or revise the district Parent and Family Engagement Policy, as well as, evidence-based strategies for improvement.

Sec. 1116(a)(2)(F))

F. Describe how the Local Education Agency will involve parents in the activities of the schools served under this part, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the local educational agency to adequately represent the needs of the population served by such agency for the purposes of developing, revising, and reviewing the parent and family engagement policy.

A representative group of school and parent leaders will evaluate the parent and family engagement programs within the various schools of the Eufaula City Schools System. As part of this evaluation, the following measures will be collected and analyzed: participation by parents in various school activities; conference logs, parent perception surveys; faculty perception surveys; and project accomplishments by PTO organizations. Focused attention will be on the areas of communication, participation, and the resulting influences toward the ultimate goal of increased student achievement. An analysis of workshop evaluations related to parenting and parent involvement will be conducted especially as it relates to the curriculum and goals of each respective school. Where possible, connections between parent and family engagement and student performance will be analyzed. An analysis of this information will be used to plan for the upcoming school year, modify plans, assure proper attention is given to all sub-groups of students (disabled, English-Learners, poverty, etc.), and to eliminate any barriers that might exist between the school-home partnership.

The Eufaula City Schools will also establish a districtwide Parent Advisory Council comprised of parent's representatives from each school's Federal Programs Advisory Council to provide advice on all matters related to parent and family engagement in Title I programs. Community leaders and business partners will be invited to serve on this council as well.

In order to build capacity for Parent and Family Engagement, the Local Education Agency will ensure effective involvement of parents and will support a partnership among the schools involved, the parents, and the community to improve student academic achievement, the LEA shall:

G. Describe how it will help parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and

local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children.

All schools within the Eufaula City Schools System will provide 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
- The State's student academic achievement standards
- The State and local school academic assessments including alternate assessments
- The requirements of Part A
- How to monitor their child's progress, and
- How to work with educators
- Provide workshops for parents and family members
- Ensure and maintain two-way communication between home and school

These topics will be addressed through an annual meeting conducted at each school within the first month of the school year; by providing informational packets to parents; through periodic teacher-parent conferences; and assuring that School-Parent Compacts are in place and in use. Materials will be developed such that they are in a language and format that parents of varying English skills may understand them. The district assessment and accountability specialist will also provide data analysis and testing tips overviews for teachers and parents.

H. Describe how it will 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.

Teachers and district school personnel will provide parents with materials related to reading and writing all year long. These resources will allow parents to understand the developmental process of the reading and writing connection. Materials and trainings will be provided to families through the following:

- Curriculum and family workshops throughout the school year
- Curriculum materials/grade level expectations provided to families at Open Houses, Conferences, and the Annual Title I meetings
- Technology trainings to support our one-to-one initiative at each school
- Parent app in Canvas (LMS) provided to access daily assignments, grades, etc. for students
- Decodable texts and leveled readers sent home with students in grades K-2 for parents to help their children with reading skills
- Spanish translation for parents and district personnel to improve communication
- Access to tools and resources necessary for school faculty to engage parents in their children's education.

I. Describe how it will 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.

The Eufaula City School System is committed to providing continual professional development in the areas of conferencing, communication, and relationship development skills; sharing strategies that work from one school site to another; supporting PTA activities; and fostering an atmosphere of importance related to the welcoming and encouragement of parent involvement in the local schools, community meetings to engage parents in our strategic plan, Parent Visitation Days, and a fall and spring Tour of Schools, will actively engage parents and families in their child's education and Summit on Connecting Homes and Schools.

- District Advisory Committee will meet quarterly to strengthen ties between parent and schools
- The district Parent and Family Engagement Liaisons, along with the Parent and Family Engagement Liaison from each school will meet periodically to refine strong partnerships with parents and family members.
- The district will review policies that support family-friendly cultures that are conducive to developing strong family and school partnerships.
- Activities at all schools and the district will be hosted that establish welcoming parent and family culture such as:
 - a. Parent Visitation Days
 - b. Open Houses
 - c. Parent/Teacher meetings/conferences
 - d. Summit on Connecting Homes and Schools
 - e. Tour of Schools
 - f. ECS Workforce Development Council
 - g. Counseling Advisory Committee
 - h. Town Hall Meetings

J. Describe how it will to the extent feasible and appropriate, coordinate and integrate parent involvement 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.

The Eufaula City Schools System will integrate parent involvement programs and activities with other Federal, State, and local programs in order to encourage and support parents in more fully participating in the education of their children by the following:

- Seeking out and assisting with establishing connections with local agencies/business with that of the schools within the system.
- Make available, as possible, the inclusion of staff members from the various agencies into workshops and trainings offered to Eufaula City Schools Employees.
- Assist with the development of effective communication systems
- Integrate parent involvement activities with Pre-K programs
- Distribute educational resources for kindergarten preparation

K. Describe how it will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

To ensure that information related to district, school, and parent programs, meetings, and activities is available to all parents in an understandable and uniform format, each Title I school will send home a districtwide calendar of events with information for parents at the beginning of the year. The ECS website houses a comprehensive system Google Calendar that is easily accessible to parents and community stakeholders. Parent notifications and resources will be sent home in parent's native language, where applicable, and interpreters will be available at parent events and meetings. The district will also utilize translation services, school websites, Twitter, Facebook, local media outlets, SchoolCast, and other message system to post information for parents.

L. Describe how it will ensure provide such other reasonable support for parental involvement activities under this section as parents may request.

The Eufaula City Schools System will consider parental request for additional supports and act accordingly. Parental requests can be made at the school and district level by written or verbal requests. The ECS Code of Student Conduct and local school student handbooks provide information related to chain of command, how to set up a parent conference, or how to contact teachers or administrators with concerns or questions. These are provided to students and parents annually in a booklet version.

M. Describe how the LEA may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

The District Parent Advisory Council will meet quarterly during the 2017-18 school year. During these meetings, teacher training, professional development, and parent and family engagement activities will be discussed. Council members will have opportunities to provide feedback and suggestions for future plans. Parent representatives are also invited to serve on the CSI Through Data Dialogue sessions with Building Leadership Teams, and professional development is part of the planning process to address data deficits.

N. Describe how the LEA may provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training.

The Eufaula City Schools System will provide funding for activities such as literacy training technology training, etc.... in order to assist parents work to improve their child's academic achievement. The LEA will also provide funding for tools/resources necessary for schools to engage parents in their children's education.

O. Describe how the LEA may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.

The Eufaula City Schools System will work with local schools to provide necessary funding for parent and family engagement activities, including but not limited to, providing transportation and child care to enable parents and family members to participate in school related activities.

P. Describe how the LEA may train parents to enhance the involvement of other parents.

The District Parent Advisory Council will take on the responsibility of providing professional development for parent representatives from each school. One of the expectations of the District Parent Advisory Council will be to inform other parents at the school level regarding teacher training, professional development, and parent and family engagement activities. In addition, the Eufaula City Schools will host Connecting Homes and Schools Summit where parents can request sessions based on topics surrounding parent and family engagement, culturally responsive, etc.

Q. Describe how the LEA may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.

The Eufaula City School System embraces conducting meetings at times that are best suited for optimal parental participation. Annual Title I Parent Surveys provide insightful information regarding ideal meeting times. Parents also have the opportunity to make suggestions and provide feedback at any time. Open Houses and Parent Conference times are set to span a long part of the day to provide parents multiple opportunities to find a time that works for their schedules. Conferences can be arranged before, during, or after school to meet the needs of parents. Administration will conduct in-home visits if the parents do not have transportation or have other issues that prevent them from coming to the school.

R. Describe how the LEA may adopt and implement model approaches to improving parental involvement.

Eufaula City Schools leadership team is consistently researching innovative models and approaches to strengthen parent and family involvement in our schools and create more opportunities for parent and family participation.

S. Describe how the LEA may establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section.

The Eufaula City Schools will establish a districtwide Parent Advisory Council comprised of parent representatives from each school's Federal Programs Advisory Committee to provide advice on all matters related to parent and family engagement in Title I programs. Community leaders and business partners will be invited to serve on this council, as well.

T. Describe how the LEA may develop appropriate roles for community-based organizations and businesses in parent involvement activities.

Eufaula City Schools will invite community members to participate on the District Parent Advisory Council. This council is comprised of parent representatives from each school, as well as members of the community-based organizations and businesses. Roles for all members will be clearly defined prior to the first meeting and communicated both verbally and in written form. Parents are also invited to the fall and spring Tour of Schools and Connecting Homes and Schools Summit.

Sec. 1116(f)

U. Describe how the Local Education Agency, to the extent practicable, shall 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, parent and family members of homeless children, and parents and family members of immigrant 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.

The Eufaula City School System uses SchoolCast to verbally communicate with parents in both English and Spanish. In addition, the district offers a translating service to communicate in other languages. LanguageLine offers interpreters in over 200 different languages. The student/parent handbook is sent home in both English and Spanish. Transact is an additional service funded by the ALSDE and is used for translating school documents in many different languages. The school system also employs 2 English Learner coaches that serve students at all 4 schools with academic needs. Translators are provided to assist parents with parent conferences and school meetings. Instructional resources such as library books, math curriculum, and instructional software programs all have Spanish versions to accommodate EL students as they are learning English.

This LEA Parent and Family Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs as evidenced by a sign-in sheet and agenda. The school district will distribute this policy to all parents of participating Title I, Part A children on or before _____.

PLAN APPROVED BY (Person or Entity)

DATE OF APPROVAL

PARENTS RIGHT-TO-KNOW REQUIRED INFORMATION

(1) INFORMATION FOR PARENTS-

(A) IN GENERAL.—At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum, the following:

- (i) Whether the student's teacher—**
- (I) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction**
- (II) is teaching under emergency or other provisional status through which State qualification nor licensing criteria have been waived; and**
- (III) is teaching in the field of discipline of the certification of the teacher.**
- (ii) Whether the child is provided services by paraprofessionals and, if so, their qualifications.**

(B) ADDITIONAL INFORMATION—In addition to the information that parents may request under subparagraph (A), a school that receives funds under this part shall provide to each individual parent of a child who is a student in such school, with respect to such student—

- (i) information on the level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments required under this part; and**
- (ii) timely notice that the student has been assigned, or has been taught for 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**