

Decatur Public Schools Parent and Family Engagement Plan

In accordance with the *Elementary and Secondary Education Act of 1965 (ESEA)*, as amended by the *Every Student Succeeds Act of 2015 (ESSA)*

Parents, staff, and the building administrator have developed this Parent and Family Engagement Plan in accordance with the ESSA Section 1116 activities which are accomplished at Decatur Public Schools in the ways listed in each Section.

Updated with parent input, November 1, 2023

| ESSA Section | Ways in Which <u>Decatur Public schools</u> Staff Accomplish These Activities |
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| 1116(b)(1) This Plan has been jointly developed and distributed to parents and family members in a language that can be understood. The Plan is updated periodically to meet the changing needs of parents and the school. | Describe the development of the Plan, including the stakeholders involved, the steps taken to ensure the Plan is understood, and the process for updating the Plan. <u>The Superintendent provides opportunities for parents to participate during meetings held each year. A survey is sent to parents to collect input. The plan is updated when the data is collected. The plan is also provided in Spanish. The plan is posted on our webpage and hardcopies are available at no expense. School improvement teams meet regularly to discuss, assess, and modify the plan as needed. The school improvement teams are composed of the principal, dean of students, counselors, director of curriculum, instruction, and assessment, and various teachers. In addition, parents provide feedback through the use of surveys, and there are also a pair of parents who serve on our school improvement teams.</u> |
| 1116(c)(1) Convene an Annual Title I Parent Meeting at a time convenient to parents to inform parents of the Title I requirements and their right to be involved. | An annual meeting is held which includes information for parents on: <u>August and/or November of each year. Two meetings are held, one in the evening, one in the morning. Translators are available.</u> How are parents encouraged to attend? <u>Via emails, texts, posted in weekly reminders, the local newspaper, and calls made home. We stress the fact that it's their right to be active participants.</u> |
| 1116(c)(2) Offer flexible number of meetings at times convenient to parents and provide transportation, childcare, or home visits as it relates to parental involvement. | Meetings are offered at times convenient for parents and if needed, transportation, childcare, and home visits can be arranged: <u>Meetings are offered during the evening when most parents are not working. A second meeting is offered in the mornings. Parents are invited to take a survey if they can't attend the meeting or in addition to attending the meeting.</u> |
| 1116(c)(3) Involve parents in an organized, ongoing and timely way in the planning, reviewing, and improvement of Title I programs, including the development, review, and improvement of the Parent | Parents are involved in the development of the School Improvement Plan and Title I Program development in the following ways: <u>During annual Title meetings, parents participate by providing suggestions during the annual meeting as well as taking the surveys.</u> |

| ESSA Section | Ways in Which School Staff Accomplish These Activities |
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| and Family Engagement Plan and the Schoolwide Program Plan. | |
| 1116(c)(4)(A) Provide parents of Title I children timely information about the Title I Program. | <p>Parents are provided information regarding the school Programs in the following ways:</p> <p><u>Parents receive information at the beginning of the school year as well as throughout the year. The "Beginning of Year" notifications include: Notification of Rights under FERPA, Protection of Pupil Rights Amendment, Personal Curriculum, Homeless Students' Rights, and notification that their students attend a Title I, Part A school. Each building and the district regularly sends home information via e-mails and phone calls. The District provides weekly updates each Sunday evening and information is posted in the local newspaper.</u></p> |
| 1116(c)(4)(B) Provide parents of Title I children a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure progress, and the achievement levels students are expected to meet. | <p>Parents are provided information about the school's curriculum, assessments, and proficiency level expectations in the following ways: <u>During the annual Title IA parent meetings, the curriculum, assessments, and proficiency level expectations are discussed. Such information is also posted on our webpage, raiderpride.org under the "Curriculum" tab. Parents are sent emails, instructing them where to find curriculum information on our webpage. Hard copies of specific parts of the curriculum are available to parents at no expense. Teachers are instructed to discuss with the parents the expected achievement levels as well as the assessments. This can be done anytime during the school year during parent/teacher meetings and during the two parent/teacher conferences.</u></p> |
| 1116(c)(4)(C) Provide parents of participating Title I students opportunities for regular meetings to formulate suggestions, to participate in decision-making as it relates to their child's education, and to respond to any suggestions as soon as possible. | <p>Parents have opportunities to share suggestions, participate in decision making, and respond to any suggestions in the following ways:</p> <p><u>Parents are always encouraged to participate and respond via meetings, calls, and surveys sent home. The District sends surveys to families at least three times per year to collect information. We correspond each week with parents regarding numerous school-related issues as it relates to their students' education.</u></p> |
| 1116(c)(5) Ensure that if the Schoolwide Program Plan is not satisfactory to parents of participating students, submit any parent comments on the Plan when the school makes the Plan available to the Local Educational Agency (LEA). | <p>If parents are not satisfied with the School Improvement Plan or Programs, they have opportunities to make comments by: <u>Parents are always encouraged to contact the school if they have concerns with the education of their students or the Plan. Parents receive written notification of 116(c)(5).</u></p> |
| The School-Parent Compact Must: | |
| 1116(d) Jointly, with parents, develop a School-Parent Compact that outlines how the entire school staff, parents, and students will share the responsibility for improved student academic achievement. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

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| 1116(d) Clearly explain district and school goals for students to meet the challenging State academic standards. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(d) & 1116(d)(1) Describe ways that teachers are responsible for supporting students' learning and providing high quality curriculum and instruction. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(d) & 1116(d)(1) Describe specific ways parents will be responsible for supporting their children's learning. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(d) Describe specific ways students will be responsible for their learning. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(d) & 1116(d)(2)(C) Describe school activities to build partnerships with parents, including chances for parents to volunteer, take part in, and observe classroom activities, and communicate with teachers. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(d) & 1116(f) Describe how parents and family members are involved in developing and revising the compact. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(d)(1) & 1116(d)(2)(A-C) Ensure regular two-way meaningful communication between family members and school staff throughout the school year, so that parents are kept up to date on their students' progress and get regular tips on home learning. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(f) Communicate information using family friendly language and format. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 1116(e)(1) Shall provide assistance to parents of students served by the school in understanding the State's academic content standards, the State and Local assessments, and how to monitor their child's progress and work with educators to improve the achievement of their children. | <p>How does the staff provide assistance to parents to help them understand the content standards, assessments, how to monitor their child's progress, and how to work with educators to improve the achievement of their children? What training is provided to families?</p> <p><u>Parents are instructed at the beginning of each year how to monitor their child's progress through PowerSchool. This is done via an email and phone call home, explaining step-by-step procedures. We also provide in person training during Open House. All parents are provided a memo that explains how to login and check their student's progress.</u></p> |
| 1116(e)(2) Shall provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. | <p>Staff will provide parents with appropriate materials and offer training in our school to enable them to support their child's academic progress. These include:</p> <p><u>We have meetings with parents to explain how to monitor their child's academic performance and explain how to use technology via email attachments. We also have special evening events such as Literacy Night.</u></p> |

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| <p>1116(e)(3) Shall educate staff in the value and utility of parents' contributions, in how to reach out to, and communicate with, and work with parents as equal partners, to coordinate and implement parental involvement programs, and to build relationships between the parents and the school.</p> | <p>On-going professional development for staff on effective ways to increase parental involvement occurs annually. They include: <u>The Van Buren ISD has professional development opportunities that staff can participate in to help them coordinate and implement parent involvement. Use district-wide PD days at the beginning of the year and during the year to look at effective ways to increase parent involvement.</u></p> |
| <p>1116(e)(4) Shall coordinate and integrate parental 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.</p> | <p>Coordination with other Programs for parental involvement includes: <u>Working with our local ISD to develop programs for parents to help them work with their children on academic, social, and emotional issues. Literacy Night and parent/teacher conferences have been used in the past to provide parent professional development. English classes were taught in the past to parents.</u></p> |
| <p>1116(e)(5) Shall ensure information is shared with parents in a language and format they can understand.</p> | <p>Information is shared with parents in a language and format they can understand. Examples include: <u>Weekly reminders via email and text. Our handbooks and other important documents have also been translated. Our EL teacher makes weekly calls and visits to our families who don't speak English. Translators are provided during parent/teacher conferences.</u></p> |
| <p>1116(e)(14) Shall provide other reasonable support for parental involvement activities as parents may request.</p> | <p>Parents are provided with other reasonable support such as: <u>Future parent events: Literacy night, Make It Take It night, working with the PTO to provide additional activities for parents.</u> How does the school collect this information? <u>The surveys provided to parents provide us with some useful data, however working with the PTO and teachers will give useful information.</u></p> |
| <p>1116(f) Shall provide full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.</p> | <p>Staff provide opportunities for full parent participation: <u>The District provides full participation to our parents with limited English proficiency, parents with disabilities, and parents of migratory children. Communication is sent home in Spanish and our EL teacher translates documents and makes regular calls and visits to our Hispanic families. We have an extensive EL program that includes one-to-one support as well as small group work from certified staff.</u></p> |