

Pecan Park Elementary School



PARENT ENGAGEMENT PLAN

2020-2021

Resolution on Parent/Family Involvement

Adopted August 22, 2019 (revised September 10, 2019) by Pecan Park Elementary School
Amended August 30, 2020

WHEREAS, Pecan Park Elementary School faculty and families believe that schools must create an environment that is conducive to learning and that strong, comprehensive parent/family involvement is an important component; and

WHEREAS, parent/family involvement in education requires a cooperative effort with roles for the Department of Elementary and Secondary Education, school districts, parents/families, and communities; and

WHEREAS, Pecan Park Elementary School seeks to foster and support active parent/family involvement so that schools and parents/families work together as knowledgeable partners in educating children; and

NOW, THEREFORE, BE IT RESOLVED that Pecan Park Elementary School hereby adopts this policy on parent and family involvement.

Parent and Family Engagement Policy

Parents/families of all economic, racial/ethnic, cultural, and educational backgrounds can, and do, have positive effects on their children's learning. Pecan Park Elementary School recognizes the importance of eliminating barriers that impede parent/family involvement, thereby facilitating an environment that encourages collaboration with parents/families and community.

Pecan Park Elementary School faculty and staff support the development, implementation, and regular evaluation of a parent and family engagement plan.

Promote regular, two-way, meaningful communication between home and school

Examples: personal visits beyond parent/teacher conferences, electronic/telephone contact/Class Dojo/Remind, School Status, use of translators

Promote and support responsible parenting.

Examples: PTA, parenting workshops, parent resource centers, parent support groups

Recognize the fact that parents/families play an integral role in assisting their children to learn

Examples: parent academy night, PreK – 3rd Family Literacy Programs in conjunction with MDE Literacy Coach, Transition Planning Activities for PreK – 5th Grade

Promote a safe and open atmosphere for parents/families to visit the school that their children attend and actively solicit parent/family support and assistance for school programs

Examples: training of volunteers and staff, family activities at school, identifying parent volunteer opportunities in and out of school

Include parents as full partners in decisions affecting their children and families

Examples: shared parent/teacher expertise on individual students, student academic planning, advisory councils (e.g., technology, nutrition/wellness), parent leadership development, Site Council

Use available community resources to strengthen and promote school programs, family practices, and the achievement of students

Examples: utilize the knowledge and skills of senior citizens, retired teachers, and veterans; encourage education-friendly practices in local businesses; parent information centers; identify links to current, quality resources

PART II.

SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY REQUIRED COMPONENTS

1. Pecan Park Elementary School will take the following actions to involve parents in the joint development of its school parent and family engagement plan and school parent compact: **(FF-3; FF-5)**
 - *Parent Education Nights to discuss specific topics*
 - *Parent –Teacher Meetings (PTA)*
 - *Site Council Meetings*
 - *Community Chats*
 - *Grandparents Day*
 - *Academic Wellness Night*
2. Pecan Park Elementary School will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under this part and to explain the requirements of this part, and the right of the parents to be involved **(FF-3; FF-4; FF-5)**.
Beginning of each school year (August/September)
3. Pecan Park Elementary School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement; **(FF-3; FF-4; FF-5)**
Parent-Teacher Association Executive Board Meetings, 4:00 p.m.; Site Council Meetings, 4:30 p.m.; Parent Teacher Association Meetings, 5:30 p.m.
4. Pecan Park Elementary School will provide the following necessary coordination, technical assistance, and other support to assist in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance: **(FF-4)**
Parent Academy via Community Chat, 5th Grade Science Night, 3rd Grade Reading Summative Assessment
5. Pecan Park Elementary School will build the schools’ and parents’ capacity for strong parent and family engagement, 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, through the following activities specifically described below: **(FF-6)**
Parent Education Nights, PTA, Volunteers, Room Parents, Book Buddies, Reading Fair Judges, National School Lunch Week /have lunch with students, Adopters, Community Family Day
 - A. The school will provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph **(FF-8; FF-10)** --
 - MS College and Career-Ready Standards,
 - MDE State Score/Student Individual Score Reports,
 - the state and local academic assessments including alternate assessments, DLM
 - the requirements of Title I (including testing transparency),
 - how to monitor their child’s progress using STAR, and
 - how to work with educators/Parents as Partners

- B. Pecan Park Elementary School will provide parents of participating children, 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 practically possible **(FF-4)**.
- C. Pecan Park Elementary School staff will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by: **(FF-4; FF-6)**

Addressing topics at Parent Education Nights and PTA Meetings, Giving prescriptions to the District's Parent Center, website/homepage

- D. The school will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, 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 schools, by: **(FF-6)**

Handbooks, Parent Orientation, Weekly Newsletters, Memos, Professional Development, Emails

- E. Pecan Park Elementary School staff will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Reading First, Early Reading First, 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: **(FF-4)**

Parent Workshops for students entering kindergarten; Teacher collaboration with teachers of neighboring head starts and daycare centers; Meet/greet prior to the first day of school; Open House during first two weeks of school

- F. Pecan Park Elementary School will take the following actions to ensure that Title I 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: **(FF-3; FF-13)**

Handbooks, Parent Orientation, Newsletters, BES Homepage

6. Pecan Park Elementary School will coordinate and integrate parent and family engagement strategies under Title I with the following other programs by: **(FF-4)**

Working collaboratively with neighboring Head-Starts and Daycare Centers, Parent Orientation for students who will be new to Mississippi, Open House, Public Service Announcements, Watchdog Dads

7. Pecan Park Elementary School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its school. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement

activities (with particular attention to parents who are economically disadvantaged, are disabled, or have limited literacy. The school will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies **(FF-4)**.

School Counselor or designee will survey parents on need; teachers will help identify students with needs. These results will be shared with staff and site council. We want to get parents' opinions on what topics need to be discussed and what times would be more beneficial to them.

8. Pecan Park Elementary School will take the following actions to involve parents in the process of school review and improvement: **(FF-4)**

Invite parents to PTA meetings and community chats when the plan will be reviewed. Communicate to parents in a timely manner about the meeting time and place of review. We will take into consideration the times more convenient for parents.

9. If the Schoolwide program plan 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 **(FF-3)**.

Make plan available to parents, survey parents on needs/opinions. Include a place in the plan for parental concerns.

PART III.

SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parent and family engagement policy, Pecan Park Elementary School jointly developed with parents for all children served under Title I, Part A a school-parent compact that outlines how parents, the entire school staff, and students shared the responsibility for improved student academic achievement **(FF-5)**.

PART IV. DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

The School Parent and Family Engagement Plan includes additional listings describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's' academic achievement, such are the following discretionary activities:

- *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 district has exhausted all other reasonably available sources of funding for that training.*
- *Train parents to enhance the involvement of other parents.*
- *In order to maximize parental involvement and participation in their children's education, 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 those conferences at school.

PART V. ACCESSIBILITY

In carrying out the parent and family engagement requirements of this part, Pecan Park Elementary School, to the extent practicable, will provide full opportunities for the participation of, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand **(FF-12; FF-13)**.

Students limited in speaking English will be identified. These students will receive instructional support from staff/district proficient in those languages. Parents will be provided written communication in language when possible. Staff proficient in native language will help make calls and participate in conferences to help parents understand. EL students will be offered the opportunity to attend one of two JPS EL designated elementary school sites.

PART VI. ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I programs, as evidenced by meeting minutes.

This policy was adopted by Pecan Park Elementary School on August 22, 2019 and amended on September 10, 2019. Members reviewed the policy on August 22 and revised the policy on September 10, 2019. The school will distribute this policy to all parents on or before September 24, 2020.

Principal

EL Teacher

Assistant Principal

Kindergarten

Office Manager

1st Grade Teacher

Parent

2nd Grade Teacher

Parent

3rd Grade Teacher

Parent

4th Grade Teacher

Interventionist

5th Grade Teacher

Counselor

Librarian

Teacher Assistant

Teacher Assistant

Pecan Park Elementary School
- COMPACT -
2020 - 2021

School Vision: is to produce smart, hard-working, and well-behaved scholars who will meet and exceed district and state expectations.

PARENT/GUARDIAN AGREEMENT

I want my child to achieve. Therefore, I will encourage him/her by doing the following:

- See that my child is punctual and attends school daily.
- Support the school in its efforts to maintain proper discipline.
- Establish a time for reinforcement activities and review them daily.
- Provide a quiet, well-lighted place at home for him/her to study.
- Encourage my child's efforts and be available for questions.
- Stay aware of what my child is learning.
- Provide a library card for my child.
- Read with my child and let my child see me read.
- Support the policies of the JPSD Student Handbook and Code of Conduct.
- Participate in parent involvement activities prescribed by home school partnership agreements.

Parent's Signature _____ Date _____

STUDENT AGREEMENT

It is important that I work to the best of my ability. Therefore, I shall strive to do the following:

- Attend school daily.
- Come to school each day with pens, pencils, paper, and other necessary tools for learning.
- Use respectful words and actions.
- Follow school rules and classroom ground rules.
- Complete and return all assigned homework activities.
- Conform to guidelines of the JPSD Student Handbook and Code of Conduct

Student's Signature _____ Date _____

TEACHER AGREEMENT

It is important that students achieve. Therefore, I shall strive to do the following:

- Provide meaningful and relevant reinforcement activities appropriate for home.
- Provide necessary assistance for parents so they can help with assignments.
- Encourage students and parents by providing meaningful information about student progress.
- Use special activities in the classroom to make learning enjoyable.

Teacher's Signature _____ Date _____

PRINCIPAL AGREEMENT

I support this form of parent/family engagement. Therefore, I shall strive to do the following:

- Provide an environment that allows for positive communication between the teacher, parent, and student.
- Encourage teachers to consistently provide meaningful and relevant reinforcement activities/homework appropriate for home.

Principal's Signature _____ Date _____

PARENTAL RIGHTS REGARDING STUDENT EDUCATION RECORDS, DIRECTORY INFORMATION, AND INFORMATION RELEASED TO MILITARY RECRUITERS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over age 18 “eligible students” certain rights with respect to the inspection of the student's educational records. The rights are as follows:

1. The right to inspect and review the student's educational records within 45 days of the day the district receives the request for access.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records except to the extent that FERPA authorizes disclosure without consent.

One example of disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member, a school board member, or a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist). A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. The district also discloses educational records without consent upon request to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U. S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is Family Policy Compliance Office, U. S. Department of Education, 600 Independence Avenue, S.W., Washington, DC 20202-4605.

The Family Educational Rights and Privacy Act (FERPA) gives parents certain rights with respect to their children's education records, including directory information. Directory information means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of student, dates of attendance, grade level, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or institution attended.

In the event that the Jackson Public School District provides either post secondary educational institutions or prospective employers of secondary students access to its school campuses, it must also provide military recruiters the same type of access. The school district must also provide, upon the request of military recruiters, the names of students, their addresses, and telephone numbers unless the secondary school student or the parent has requested that the school not release this information without prior written parental consent.

Unless the parent or guardian notifies the Jackson Public School District otherwise within five days after notification by receipt of the Student Handbook and Code of Conduct, consent is implied for the Jackson Public School District to release directory information to others including military recruiters.

This implied consent includes the release of student directory information, or for non-directory information such as student work, for use in the following ways:

1. On the Jackson Public School District's web site
2. The web site will use student's first name and/or first name and last initial only. Personal information such as home address, phone number or names of family members will not be used. Any information that indicates the physical location of a student at a given time other than attendance at a particular school or participation in school activities will not be used.
3. Schoolwork may include, but is not limited to, art, written papers, class projects, and computer projects.
4. In material printed by the school or the Jackson Public School District or printed by publishers outside the Jackson School District
5. Printed material may include a child's full name.
6. Printed material may include, but is not limited to, school directories, yearbooks, programs, brochures, newspaper articles, and print advertisement.
7. In videos produced and broadcast by the Jackson Public School District or produced and broadcast by news organizations and others who receive approval from the Jackson Public School District.

A Student Directory Information Denial Form (*Student Handbook & Code of Conduct*, Appendix A) is available from the school's office or from the Parent's or Publications' Pages of the Jackson Public School District's web site at <http://www.jackson.k12.ms.us>.

PARENTAL RIGHTS PURSUANT TO THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA governs the administration of a survey, analysis, or evaluation to students that concerns one or more of the following eight protected areas:

1. Political affiliations or beliefs of the student or the student's parent;
2. Mental or psychological problems of the student or the student's family;
3. Sexual behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;

6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent; or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

PPRA also concerns marketing surveys and other areas of student privacy, parental access to information, and the administration of certain physical examinations to minors. It is the goal of the Jackson Public School District to balance researchers' need for information that will be used to assist public schools with students' right to privacy. The school district will notify parents if their child will be monitored or surveyed by researchers. The notification will include the dates of the proposed research activities and will contain instructions on how to exclude their child from the activities. Parents also have the right to review curriculum materials and survey instruments and procedures before they are used with their child.

The school will annually inform parents in the event it administers any health or physical screenings and furnish parents the opportunity to exclude their child if they so choose.

OTHER PARENTAL NOTIFICATION RIGHTS

Under the Every Student Succeeds Act, parents of students in Title I schools and Title I supported programs have a right to information on the professional qualifications of their child's classroom teacher. Parents are entitled to be informed if their child is not taught by a certified teacher, as defined by federal and state statutes and regulations, for four consecutive weeks. In the elementary schools, a certified teacher is one who has passed a state test demonstrating subject knowledge and teaching skills, possesses a bachelor's degree or higher, and has a state certificate. In the middle and high schools, a certified teacher is one who passed a state test in the subject areas that he or she teaches or successfully completes an academic major or equivalent course work, graduate degree, or advanced certification or credentials in each subject taught, has a bachelor's degree or higher, and is certified. Parents also have a right to know if a school within the Jackson Public School District has been identified for improvement, corrective action or restructuring and to be informed of the option to then transfer or receive supplemental educational services **(FF-7; FF-9)**.

Pecan Park Elementary School is committed to professional development opportunities for school staff and leadership to enhance understanding of effective parent/family engagement strategies. Pecan Park Elementary School also recognizes the importance of administrative leadership in setting expectations and creating a climate conducive to parent/family participation.

Pecan Park Elementary School will include parents/families in the annual evaluation of the content and impact of this policy. The evaluation will be used to improve and/or create practices to enhance parent/family engagement.