



***Harold McCormick Elementary
Parent & Family Engagement Plan
2022-2023***

In support of strengthening student academic achievement, **Harold McCormick Elementary** receives Title I, Part A funds and therefore must jointly develop with, agree with, and distribute to parents and family members of participating children a written parent and family engagement plan that contains information required by section 1116(b) and (c) of Every Student Succeeds Act (ESSA). The plan establishes the school's expectations for parent and family engagement and describes how the school will implement specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

Harold McCormick Elementary agrees to implement the following requirements as outlined by Section 1116:

- Involve families, 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 parent and family engagement policy and the joint development of the school improvement plan under Section 1114(b) of Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the school improvement plan under Section 1114(b) of the ESSA is not satisfactory to the families of participating children, submit any family comments on the plan when the school makes the plan available to the local educational agency.

- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition: Parent and Family Engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - families play an integral role in assisting their child's learning
 - families are encouraged to be actively involved in their child's education at school
 - families are full partners in their child's education and are included, as appropriate, in decision-making and serve on advisory committees to assist in the education of their child; and
 - other activities are carried out, such as those described in Section 1116 of the ESSA.

JOINTLY DEVELOPED

Harold McCormick Elementary will take the following actions to involve families 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 families, 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.

HME's Parent Teacher Advisory Committee (PTAC) is involved in the development of our school parent and family engagement plan. The Parent Teacher Advisory Committee, comprised of administration, teachers, and parent representatives meets regularly throughout the school year to discuss and provide input for school improvement and parent and family engagement planning based on identified needs, input from families, and results from annual surveys. Cultural, economic, language, and demographics will be given attention in planning school family engagement events and activities. Additionally, family input and comments regarding this plan are welcome during the school year through an online form. The plan is posted on our school website for families to view and submit feedback throughout the year. All feedback received during the year will be used to revise the plan for the next school year. We also distribute an annual survey to ask parents for their suggestions on the plan and the use of funds for family engagement. Families can also give feedback during several meetings and activities during the school year.

ANNUAL TITLE I MEETING

Harold McCormick Elementary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the families' requirements, the school parent and family engagement policy, the schoolwide plan, and the School-Parent Compact.

Annually in August, HME will invite all students' families and provide information about the Title I program, the school-parent compact, family engagement and activities, a description and explanation of the school's curriculum, forms of academic assessment, and expected achievement levels. This time is utilized for relationship building at every level.

COMMUNICATIONS

Harold McCormick Elementary will take the following actions to provide families of participating children the following:

- Timely information about the Title I programs.
- A flexible number of meetings, such as meetings in the morning or evening.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand.

The Parent and Family Engagement Plan will be distributed to families annually within the student handbook and posted on the ECS Federal Programs website. Communications regarding school and family programs, meetings, and other activities will be distributed utilizing one or more of the following: flyer announcements, HME and ECS Facebook, Skylert calls, and/or the Principal's Page Newsletter. HME will also provide communication between families and the school through Skyward Family Access, teacher newsletters, surveys, student agendas, student handbook, parent/teacher conferences, grade level parent meetings, RTI/IEP meetings, school calendar, etc. Our EL Teacher is available to translate written communications to families in a language they can understand.

SCHOOL-PARENT COMPACT

Harold McCormick Elementary will take the following actions to jointly develop with families of participating children a School-Parent Compact outlining how families, the entire school staff, and students will share the responsibility for improved student academic achievement how the school and families will build and develop a partnership to help children achieve the state's high standards.

HME PTAC members are involved in the development of our School-Parent Compact. The Parent Teacher Advisory Committee, comprised of administration, teachers, and parent representatives will review the School-Parent Compact annually to ensure the compact outlines the shared responsibilities of schools and families to improve student academic achievement and work in a partnership to achieve high standards. Each parent and student will return a signed copy of the School-Parent Compact.

RESERVATION OF FUNDS

If applicable, **Harold McCormick Elementary** will take the following actions to involve the families of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Elizabethton City Schools receives more than \$500,000 in Title I Part A funds and does set back the required 1% to be provided to the Title I schools for Parent Involvement. During the Title I annual meeting principals shall share budget information pertaining Title I funds that are received and shall request input regarding the use of these funds from parents (in writing). The principal can then convene with the Parent Involvement Committee and discuss the recommendations and determine the best use of funds and whether the recommendations are allowable expenditures. Lastly, it will be determined if the use for the funding is supplementing or supplanting. Ultimately, all Title I funding is used to directly support our students through the educational process.

COORDINATION OF SERVICES

Harold McCormick Elementary will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities that encourage and support families in more fully participating in the education of their children by:

The HME staff includes a Parent Involvement Coordinator (PIC) who coordinates with administration, faculty, and staff to ensure we offer quality parent and family engagement programs and activities for our school community. Our programs and activities are designed to assist parents in participating in their child's education. Resources are offered to engage families in helping their children succeed in school. HME provides family engagement and involvement programs during the school year such as: open house, Title I Annual Meeting, Parent Involvement programs, volunteer opportunities, and PTAC.

BUILDING CAPACITY OF SCHOOL STAFF

Harold McCormick Elementary will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of families, in the value and utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate parent programs, and build ties between families and the school by:

Examples of how HME will build the capacity of school staff:

- Annual review of Title I funds and resources by the principal and/or parent involvement coordinator
- Review of family engagement surveys to improve parent involvement effectiveness and participation
- Focus on school transitions and prepare students and parents for ease of transitioning into grades K and 6
- Faculty discussions on best practices for parent involvement and family engagement
- Plan Parent Involvement events that develop shared partnerships for student learning
- Faculty participation in Tuffy PEP Talks to assist parents with developing their child's learning at home
- Faculty and staff workshops specifically designed to target communication with parents
- New Teacher Induction training on building relationships with parents
- Build partnerships with local agencies, businesses, and churches to develop support systems for family engagement events
- Utilize our Coordinated School Health Director and School Social Worker to educate school staff on community resources and best practices for working with families
- Board Policies

Tennessee Parental Involvement Standards

Harold McCormick Elementary's Parent and Family Engagement Plan includes the Tennessee Parental Involvement Standards to increase collaboration and promote community ownership. It is our intent to meet or exceed the goals outlined in the following standards:

- 1: Welcoming All Families into The School Community**—Families are active participants in the life of the school and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class and school.
- 2: Communicating Effectively**—Families and school staff engage in regular, meaningful communication about student learning.
- 3: Supporting Student Success**—Families and school staff continuously work together to support students' learning and healthy development both at home and at school and have regular opportunities to strengthen their knowledge and skills to do so effectively.
- 4: Speaking Up for Every Child**—Families are informed and enabled to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunities that will support their success.
- 5: Sharing Power**—Families and school staff are equal partners with equal representation in decisions that affect students and families and together inform, influence, and create policies, practices, and programs.
- 6: Collaborating with Community**—Families and school staff work together with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.