

**DESOTO COUNTY SCHOOLS**  
**TITLE I SCHOOLS - PARENT AND FAMILY**  
**ENGAGEMENT PLAN**  
20<sup>19</sup> / 20<sup>20</sup>

**Parental Engagement means the participation of parent(s)/guardian(s) in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring**

- 1. that parents play an integral role in assisting in their child's learning.**
- 2. that parents are encouraged to be actively involved in their children's education at school.**
- 3. that parents are partners in their children's education and are included, as appropriate, in decision-making and are on advisory committees to assist in the education of their children.**
- 4. the carrying out of other activities, such as those described in *Section 1118* of ESEA.**

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**GENERAL EXPECTATIONS**

Horn Lake Intermediate  agrees to:

- Be governed by the statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with the definition.
- Involve the parents of our students in decisions about how the 1% of Title I, Part A funds reserved for parental involvement are spent.
- Coordinate with parents to jointly develop a school parental involvement plan that addresses all of the components of *Section 1118(c-f)*; after plan development, distribute it to parents of our students and also make it available to our local community.
- Conduct a joint annual evaluation with parents of the content and effectiveness of the school's parental involvement policy.
- Use the findings of the annual joint evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy.
- Submit any parent comments or concerns to the district federal programs department if our Title I, Part A school-wide plan (SWP) is not satisfactory to any parent(s) of our students.
- Provide each parent with an individual student report about the performance of their child on the State assessment.
- Provide each parent timely notice when their child has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the team in *section 200.56* of the *Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002)*.
- Provide each parent timely notice information regarding the professional qualifications of the student's classroom teachers and paraprofessionals, as described in *section 1111(h)(6)(A)*.
- If the school-wide program plan under *Section 1114(b)(2)* is not satisfactory to the parents of participating children, the school will also submit the parents' comments on the plan that will be available to the local education agency.

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**POLICY INVOLVEMENT - SECTION 1118 OF ESEA**

Horn Lake Intermediate  will take the following actions to:

1. Convene an annual meeting at a time convenient for parents of participating children:
  - 1.1. All parents shall be invited and encouraged to attend.
  - 1.2. The school will provide information and explain the requirements of Title I, Part A and the rights of parents.

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Meet the Teacher Night	All Staff	August 5, 2019 5:00 - 7:00	Students and parents will visit new teachers' classrooms.	Sign in sheets
Title I Parent Meeting	Mrs. Smith and assistant principals	October 25, 2019 8:00 am	Parents will be informed about Title I plans and asked for input at each event	Sign in sheets
Open House	All Staff	October 29, 2019 6:00 pm		Sign in sheets

2. Offer a flexible number and schedule of meetings

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Open House	All Staff	October 29, 2019 (evening)	Classroom visits including grade presentations	Sign in sheets
EL Open House	Massa & Boone	November 7, 2019 (day)	Powerpoint presentation	Sign in sheets
Math/Sci Night	Coach & staff	January 9, 2019 (evening)	Presentation w/ demonstrations	Sign in sheets
ELA Open House	Coach & staff	February 11, 2019 (day)	Presentation w/ demonstrations	Sign in sheets

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3. Involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I, Part A programs. This involvement should include the planning, review, and improvement of the school parental involvement plan, as well as the joint development of the school-wide plan under *section 1114(b)(2)*.

Activity/Task <i>(What will be done?)</i>	Staff Responsible <i>(Who will be doing it?)</i>	Timeline <i>(When will it be done?)</i>	Steps <i>(How will it be done?)</i>	Accountability/ Evaluations <i>(How success will be measured?)</i>
Eagle Partner Connection serves as our schools PTA/PTO. Meetings are held with administration and faculty	EPC officers & administrators	Quarterly meetings for 2019-2020  Additional meetings may be called as events are planned	Discussion of fundraising, accounts, and school needs  Future projects are determined and action plans created	Sign in sheets and minutes
Parent Input Brunch	Administrators & Staff	March 2020	Discuss input for improvement	Sign in sheets & feedback

4. Provide to parents of our students:

- 4.1. Timely information about the Title I, Part A programs
- 4.2. Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
- 4.3. Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children


Activity/Task <i>(What will be done?)</i>	Staff Responsible <i>(Who will be doing it?)</i>	Timeline <i>(When will it be done?)</i>	Steps <i>(How will it be done?)</i>	Accountability/ Evaluations <i>(How success will be measured?)</i>
Social Media posts: Facebook & Twitter accounts	All Staff	Ongoing throughout the 2019-2020 school year	Announcements, school information, important dates, awards, celebrations, and expectations will be shared through each of the activities listed.	Response, attendance, and feedback concerning shared information
Remind 101	All Staff	Ongoing throughout the 2019-2020 school year		
EPC meetings	EPC officers	Ongoing throughout the 2019-2020 school year		
Curricular Events	All staff and coaches	January and February dates in 2020	Presentation with demonstrations	Sign in sheets

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**COMPACT: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT - SECTION 1118(D)**

As a component of the school-level parental involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

Horn Lake Intermediate  will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet Mississippi's student academic achievement standards as follows: *(Describe how the school will provide high-quality curriculum and instruction, and do so in a supportive and effective learning environment).*

HLIS teachers will teach MS CCR standards through a variety of methods and strategies.

Emphasis will be placed on implementation of workshop models in all content areas.

Teachers will work with administrators and coaches to analyze data and focus instruction on essential standards and adapt instruction as necessary to meet the needs of our students.

NWEA, CASE, and building level common assessments will drive instruction and differentiation by providing information of overall strengths and weaknesses.

2. Hold parent-teacher conference during which this compact will be discussed as it relates to the individual child's academic achievement. Conferences will be held: *(Describe when, where, and how staff will be available for consultation with parents - must be at least annually.)*

This compact will be shared during Title I parent meetings and school open house events.

Teachers and administrators are also available, by request, to hold meetings with parents in person or via phone to discuss educational needs of students, receive input and suggestions from parents, and share academic progress of students.

3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows: *(Describe when and how the school will provide reports to parents.)*

HLIS will provide midterm progress reports and end of quarter report cards in addition to NWEA and Case data reports, MAAP score reports, and Tier 2 & 3 progress monitoring information. Weekly assignments and updates will be shared via parent conference OR weekly Wednesday take home folders.

4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows: *(Describe when, where, and how staff will be available for consultation with parents.)*

Parents may request, by phone, in writing, or in person, a conference with a teacher or administrator.

5. Provide parents opportunities to volunteer in their children's school and to participate in their children's class and observe classroom activities, as follows: *(Describe when and how parents may volunteer, participate, and observe classroom activities.)*

Parents may volunteer by signing up during Open House nights, completing an EPC volunteer form, or by verbal/written request to assist with school activities, chaperone school events, and/or observe classroom activities.

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**Parents** will support our children's learning in the following ways:

Describe the ways in which parents will support their children's learning, such as:

- Monitoring attendance
- Making sure that homework is complete
- Monitoring amount of television children watch
- Participating, as appropriate, in decisions relating to my children's education
- Promoting positive use of children's extra-curricular time
- Staying informed about children's education and communicating with the school by promptly reading all notices from the school or the school district, either received by children or by mail, and responding as appropriate
- Serving, to the extent possible, on school and/or district policy advisory groups

Parents will monitor attendance and tardiness via Parent Portal, attend Title I events, school activities, & district PAC meetings, stay up to date on school information by reading announcements posted or sent home, maintain open communication with teachers, return information sent home in a timely manner, monitor student progress by reviewing work and reports sent home, and support the efforts of the staff and administration of HLIS by encouraging students to achieve at high levels and demonstrate leadership qualities.

**Students** will share the responsibility to improve our academic achievement and achieve Mississippi's high standards in the following ways:


Describe the ways in which students will support their academic achievement, such as:

- Do my homework every day and ask for help when I need to
- Read at least 30 minutes every day outside of school time
- Give to my parents, or the adult who is responsible for me, all notices and information received by me from my school every day

Students will support their academic achievement by putting forth their best effort, living the 7 habits of leaders taught, following school expectations, and taking an active, responsible role in their own learning.

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**BUILDING CAPACITY FOR INVOLVEMENT - SECTION 1118(E)**

Horn Lake Intermediate  will take the following actions to:

1. Provide assistance to parents in understanding such topics as:

- The Mississippi College and Career Readiness Standards (MCCRS)
- The Mississippi Academic Assessment Program (MAAP)
- K-Readiness
- The requirements of Title I, Part A
- How to monitor their children’s progress
- How to work with educators to improve the achievement of their children

*(List activities, such as workshops, conferences, classes, both in-state and out-of-state, include any equipment or other materials that may be necessary to ensure success.)*

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Curricular Nights, Open House events, Title I meetings, and EPC meetings	All staff	Ongoing throughout the 2019-2020 school year	Information will be shared in a variety of ways including, but not limited to, presentations, handouts, and demonstrations	Sign in sheets  Student achievement data

2. Foster parental involvement by providing materials and training, such as literacy training and using technology, as appropriate, to help parents work with their children to improve their children’s academic achievement.

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Curricular Nights, Open House events, Title I meetings, and EPC meetings	All staff	Ongoing throughout the 2019-2020 school year	Information will be shared in a variety of ways including, but not limited to, presentations, handouts, and demonstrations	Sign in sheets  Student achievement data

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3. Educate teachers, student services personnel, principals, and other staff on the value and utility of contributions of parents, and in how to reach out to and communicate and work with parents as equal partners. Actions should include how to implement and coordinate parent programs and build ties between parents and schools:

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
The Eagle Partner Connection serves as our PTO/PTA	EPC officers and administrators	Ongoing throughout the 2019-2020 school year	Plans and information shared and input received during meetings	sign in sheets meeting notes

4. Coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home (to the extent feasible and appropriate). The school will also develop other activities, such as parent resource centers that encourage and support parents in more fully participating in the education of their children:

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Curricular and open house events  Updated Teacher websites  HLIS Library Parent Resource Materials	All Staff	Various times throughout the 2019-2020 school year	Presentations & demonstrations  Websites updated regularly  Materials available for parents to check out during school hours	Sign in sheets  Administrator check  Check out information from librarian

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5. Ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of participating children in a format and language the parents can understand.

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Information shared via social media, Remind 101 (or similar apps), and hard copies will be sent home in Wednesday weekly folders	All staff	Ongoing throughout 2019-2020 school year	Announcements and handouts will be delivered in a timely manner to keep parents up to date on information	Increase in parental involvement

6. Provide reasonable support for parent involvement activities as parents may request.

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Curricular Nights  Homework Help items  Teacher websites	All staff	Ongoing throughout 2019-2020	Presentations and demonstrations  Homework Help  Teacher websites	Sign in sheets  Increased accuracy on homework remediation  Check by administrators



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The School Parental Involvement Plan 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 and school system to support their children's academic achievement. The plan may include the discretionary activities as listed under *Section 1118(e)* of the ESEA:

- Involve parents in the development of training to improve the effectiveness of that training for teachers, principals, and other educators.
- 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.
- 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.
- Arrange school meetings at a variety of times or conduct in-home conferences between teachers or others educators who work directly with participating children.
- Adopt and implement model approaches to improving parental involvement.
- Establish a school 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.

**ACCESSIBILITY - SECTION 1118(F)**

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practical, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including information and school reports in a format and to the extent practical, in a language such parents can understand.

<b>Activity/Task</b> <i>(What will be done?)</i>	<b>Staff Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability/ Evaluations</b> <i>(How success will be measured?)</i>
Remind accounts	Teachers  District EL teachers	Ongoing throughout 2019-2020	EL parent events	Sign in sheets
Translated school forms and flyers	Translators at the district level			Translated forms and flyers

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ADOPTION

This Parental Involvement Plan has been developed jointly with, and agreed with, parents of children participating in the Title I, Part A school-wide program at Horn Lake Intermediate  as evidenced by meeting minutes.

The Parental Involvement Plan was developed by Horn Lake Intermediate  on 10/10/2019 and will be in effect for the period of the 2019/2020 school year.

As a school-wide Title I, Part A school, Horn Lake Intermediate  will distribute this Parental Involvement Plan to all parents and will make it available to the community on or before 10/15/19.

*Carol Smith*

Signature of Principal

October 10, 2019

Date

These parents were involved with the development of this document: