

DESOTO COUNTY SCHOOLS
TITLE I SCHOOLS – PARENTAL INVOLVEMENT PLAN
2020 - 2021

Parental Involvement 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 Elementary School 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.
 - Coordination 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 Elementary School 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.

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 will success be measured?)</i>
A presentation will be posted on HLES website	Title I Staff & Administration	Fall 2020	The presentation will address the requirements of Title I, Part A, and the rights of parents.	A form link will be provided in the presentation. It will allow parents to give feedback for the presentation.

2. Offer a flexible number and schedule of meetings.

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 will success be measured?)</i>
A presentation will be posted on HLES website	Title I staff, Administration and Classroom Teachers	Fall 2020	Advertise and publicize meetings. Send invitations with data. Use School Status and auto dialers as reminders. Post on school website and in Schoology.	A form link will be provided in the presentation. It will allow parents to give feedback for the presentation.

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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 will success be measured?)</i>
Title 1 notices will be sent home with students and posted on the school website in the students home language.	Title I staff Teachers	Fall 2020	Title 1 notices will be sent home and posted on school website. Students will be encouraged to return notices. VIP parents will have the option to respond to the notices via Google Form.	Parent notices will ask for feedback on the Title 1 program at HLES. VIP parents will have the option to respond to the notices via Google Form.

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 assessments 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 will success be measured?)</i>
Parent/Teacher Conferences Title 1 Meetings (All meetings will be held virtually or by phone.)	Title 1 staff Administration Teachers	Ongoing	Advertise and publicize meetings. Send invitations with dates. Use School Status and auto dialers as reminders. Post on website and in Schoology.	Conference notes A form link will be provided during Title 1 meetings to allow for feedback.

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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 Elementary School 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).*
 - Highly qualified teachers will use a variety of research-based curriculums to ensure reading and writing success for students. Guided focus lessons and work stations will be used to provide high quality instruction. Virtual Learning Students (VIP) will be assigned 240 minutes of work per school day. This work will match the rigor of the classroom instruction.
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.)*
 - Staff are available for parents to conference with before or after school, or during their planning time every day. Conferences may be scheduled by calling the office or notifying the teacher. Most conferences will be held virtually or by phone. Due to Covid 19 restrictions, face to face conferences will only be held by special request.
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.)*
 - Every four weeks progress reports are sent home to parents. Every nine weeks a standards-based report card is sent home with students in kindergarten. First and second grade students receive a numerical report card every nine weeks. **i-Ready** screener results are sent home three times a year. Teachers send notes and make phone calls to parents informing them of the academic progress of their child.
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.)*
 - Staff are available for parents to conference with before or after school, or during their planning time every day. Conferences may be scheduled by calling the office or notifying the teacher. Due to Covid 19 restrictions, parent visitation is by special request only. Staff can communicate through phone, email, websites, School Status and Schoology.

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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.)*
- Due to Covid 19 restrictions, volunteer opportunities will be limited. HLES will be creative in ways to involve parents.

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:

- Monitor attendance
- Make sure that homework is complete
- Monitor the amount of television children watch
- Participate, as appropriate, in decisions relating to my children's education
- Promote positive use of children's extra-curricular time
- Stay informed about children's education and communication with the school by promptly reading all notices from the school or the school district, either received by children or by mail, and respond as appropriate
- Serve, to the extent possible, on school and/or district policy advisory groups

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

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BUILDING CAPACITY FOR INVOLVEMENT – SECTION 1118(E)

Horn Lake Elementary School will take the following action as to:

1. Provide assistance to parents in understanding such topics as:
 - Mississippi’s College- and Career-Ready Standards
 - The Kindergarten Readiness Assessment
 - 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.)

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 will success be measured?)</i>
Parent/Teacher Conferences Title 1 Meetings Distance Learning Support (all meetings will be held virtually or by phone)	Title 1 staff Administration Teachers Distance Learning Assts.	Ongoing	Advertise and publicize meetings. Send invitations with dates. Use School Status and auto dialers as reminders. Post on website and in Schoology.	Conference notes A form link will be provided during Title 1 meetings to allow for feedback. Communication logs/email

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.

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 will success be measured?)</i>
Instructional videos will be posted on Schoology and the school website.	Teachers Administration Distance Learning asst’s	On-going	Instructional videos will be posted on Schoology and the school website.	Communication through email, Schoology and School Status.

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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, 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:
- Administrators will send Principal Post Cards to inform parents of academic and behavioral successes.
 - Classroom teachers will send postcards and make positive phone calls to inform parents of student successes.

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 will success be measured?)</i>
School Status	Administration	On-going	Communication to parents through parent-teacher conferences, fliers, and website	Communication Logs
Schoology	Instructional Staff			School Status Documentation
Homework Resources				Sign in Sheets
PD opportunities				

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:

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 will success be measured?)</i>
Homework resources	Administration Title I Staff Instructional Staff	On- going	Communication through fliers, website, School Status, Schoology and parent-teacher conferences	Communication logs
Extra Help Resources				Conference notes School Status Documentation

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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.

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 will success be measured?)</i>
Invitations, memos, compacts, disciplinary policies, & any other correspondence sent home to parents in languages represented by the student body.	All staff	Ongoing	All correspondence will be sent home in the language that is needed to ensure that parents are able to read and understand the information being sent.	Copies of materials sent home to parents

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

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 will success be measured?)</i>
As requested by parent	Title I Staff Administration Classroom Teachers	On going	Communication to parents about what is going on at the school through fliers, auto dialers, website, School Status and Schoology	Copies of communication

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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 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 childcare 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 other 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.

ACCESSIBILTIY - 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 and 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.

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 will success be measured?)</i>
Parent teacher conferences with interpreters Fliers/Notices in Spanish for events	Administration Instructional Staff	On-Going	Communication to parents through fliers, auto dialer, School Status, Schoology, fliers, and website	Copies of Communication

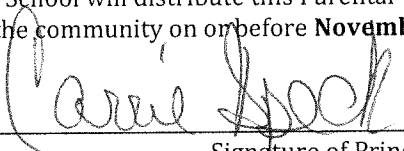
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ADOPTION

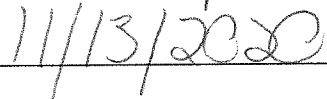
This Parental Involvement Plan has been developed jointly with, and agreed with, parents of children participating in the Title I, Part A school-wide program at Horn Lake Elementary School, as evidenced by meeting minutes.

The Parental Involvement Plan was developed by Horn Lake Elementary School on **November 13, 2020** and will be in effect for the period of the 2020-2021 school year.

As a school-wide Title I, Part A school, Horn Lake Elementary School will distribute this Parental Involvement Plan to all parents and will make it available to the community on or before **November 13, 2020**.



Signature of Principal



Date

These parents were involved with the development of this document:

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Kristin Harris