

# Billingsley School Parent and Family Engagement Plan 2020-2021



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**Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the right of parents to be involved.**

Billingsley School will conduct a Title I meeting to inform parents of the requirements of the Every Student Succeeds Act (ESSA). Information will be given to parents that explain the requirements of Title I in regards to our school's participation, parents will have an opportunity to learn about Billingsley being a School Wide Title I school, highly effective teachers and how to request those qualifications in writing, School-Parent Compact, the LEA Parent and Family Engagement Plan, the Title I Plan, and specific discussion about the Continuous Improvement Plan (aCIP) and how it relates to Billingsley School.

**Describe: 1) How there will be a flexible number and format of parent meetings offered; 2) How parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making.); and 3) How funds allocated for parent involvement are being used in the school.**

Parental Involvement meetings will be held at various times and days throughout the school year. The school will schedule the annual meeting to inform parents of our Title I participation. Three meetings during the year will include subjects that were brought to the school's attention from the Parent Survey at the end of last year. These items will include but are not limited to; diploma options, CCRS, and getting to know the parents/families of the children in my child's class. With the goal being to increase participation we try to offer a variety of reasons to come to the school. Some of these activities will include the entire school and are flexible as to day and night functions. Parents are asked to serve on a Parent Advisory Committee. Parents will have an opportunity for input on the allocated funds by survey. They will meet three times a year to discuss the plans in the aCIP and how the school is reaching the goals stated. The funds allocated for Parental Involvement will be used to increase parental involvement at Billingsley School. Consideration will be given to the Parent Advisory Committee and The Leadership Team.

**Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children.**

Parents receive information concerning student progress and school programs through regular progress reports, report cards, school messenger, parent conferences, newsletters, parent days, PTO meetings, and other parent meetings. In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent possible, in a language parents understand.

**Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated).**

The School-Parent Compact is reviewed and /or revised as needed. The compact is signed by parents, teachers, and students. The purpose of this School-Parent Compact is to develop a partnership between school and home in order to help all children achieve high standards in their education. All three parties of this compact have specific responsibilities that they agree to carry out to the best of their ability. The school agrees to provide a high quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's academic achievement standards, hold the parent-teacher conferences (at least annually) to discuss how this compact relates to the individual child's achievement, provide parents with frequent reports on their child's progress, provide parents reasonable access to staff, and to provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities. The student agrees to do their homework, read at least 20 minutes a day, and give parents or adult who is responsible for their wellness all notices and information received from school. The parent agrees to monitor attendance, make sure homework is completed, monitor the amount of television/screen time their children view, volunteer in the classroom, participate in decisions relating to their child's education, and promote positive use of their child's extracurricular time.

**Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan.**

Parental dissatisfaction with the aCIP should be addressed by submitting a letter to the principal including the parents' name, address, telephone numbers, child's name, and stating the specific nature of their concern. The principal, upon receipt of the letter and within an acceptable time period, will discuss the issues with the parent by telephone, letter, or conference. If there are still concerns, they may contact the Federal Programs Director of the Autauga County Board of Education. The school

district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education. Parental concerns will be treated with respect and genuine interest.

**Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children? (See ESSA Section 1116, requirements for building capacity in parent and family engagement.) To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:**

(1) Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement. (Describe)

Materials purchased will be located in the Billingsley School Parent and Family Engagement Room. Computers are available for parent use in the library and the Parent and Family Engagement Room. Faculty and staff are prepared to assist parents at flexible times to ensure training in the use of technology. Parents will be encouraged to utilize the resources available to them by: announcements made at local sporting events, school messenger, school newsletters, Parental Involvement Facebook page, calendars, report cards, progress reports, weekly folders, teacher web pages, parent booth at local functions, and school websites. Parents are invited to attend Parent Meetings that address the Title I requirements, diploma options, and state-mandated testing. Parent conferences are flexible; teachers and faculty are available upon request to assist parents in the understanding of individual student results.

(2) Shall educate teachers, office personnel, and other school staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (Describe)

Professional Development will be implemented to encourage school personnel with new ideas on how to reach out to parents as equal partners. Teachers are encouraged to attend all school functions and to be available to parents at various times. Every possible effort is made to keep communication between parents and the school open.

(3) Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal 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. (Describe)

Parents, grandparents, and family members are encouraged to visit throughout the school year. During the first week of school parents are welcomed to the school and encouraged to assist in the transition period from home to school. Parents are encouraged to attend meetings related to diploma options for students entering 9<sup>th</sup> grade the following year.

(4) Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (Describe)

Many methods are used to keep parents informed of upcoming events; school messenger, school newsletters, calendars, report cards, progress reports, weekly folders, teacher web pages and school websites. Announcements are made at local sporting events, and parent conferences. The Elementary students have a planner in which they write daily assignments and upcoming events. This contains everything from homework to parental meetings. A monthly calendar is created (with input from the school personnel) by the counselor. This is sent home at the beginning of each month.

(5) Shall provide such other reasonable support for parental involvement activities as parents may request. (Describe)

Parents who express a need from the school will receive full support from the staff. Every effort is made to either assist the parent in the manner needed or to refer the parent to the correct person or agency. The counselors, bookkeeper, secretary, nurse, lunchroom staff, custodians, teachers and administrators all work diligently to ensure that all needed support is given in a timely manner. Three computers are housed in the Parent and Family Engagement Room for parent use.

**Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand.**

When the Home Language Survey indicates that the home language is other than English, our EL coordinator follows a set of written procedures. EL services are provided to enable limited English proficiency (LEP) students to become competent in the comprehension, speaking, reading, and writing of the English language. Information will be given to parents in their own language when possible. Parents will be provided with a translator for parent/teacher conferences if requested. The same provisions are available for parents with disabilities and parents of migratory students. Every effort will be made to provide information in a format that all parents can understand.