

Seaborn Lee Elementary School



Parent and Family Engagement Plan
2019-2020 School Year
Revised July 11, 2019

In support of strengthening student academic achievement, Seaborn Lee Elementary School receives Title I, Part A funds and therefore must jointly develop with, agree on 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(c) of the Every Student Succeeds Act (ESSA). The policy establishes the schools expectations for Parent and Family Engagement and describes how the school will implement a number of specific Parent and Family Engagement activities, and it is incorporated in the School's Plan submitted to the local educational agency (LEA).

SLES agrees to implement the following requirements as outlined by Section 1116:

- Involve parents and families, in an organized, ongoing and timely way, in the planning review and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school Parent and Family Policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating students, and make the Parent and Family Engagement Policy available to the community.
- Provide full opportunities, to the extent practical, for the participation of parents with limited English proficiency, parents with disabilities and parent of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternate formats upon request and, to the extent practical, in a language parents understand.
- If the Schoolwide Plan under Section 1114(b) of the ESSA 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.
- Be governed by the following statutory definition of Parent and Family Engagement and will carry out programs, activities, and procedures in accordance with the definition:

Parent and Family engagement means the participation of parents in regular, two way, and meaningful communication involving student academic learning and other social activities, including ensuring;

- A. Parents play an integral role in assisting their child's learning
- B. Parents are encouraged to be actively involved in their child's education at school
- C. Parents are full partners in their child's education and are included, as appropriate in decision-making and on advisory committees to assist in the education of their child
- D. Other activities are carried out, such as those described in section 1116 of the ESSA

Jointly Developed

Seaborn Lee Elementary School will take the following actions to involve parents in an organized, ongoing and timely manner in the planning, review and improvement of Title I Programs, including opportunities for regular meeting, if required by parents, to formulate suggestions and participate, as appropriate, in decisions relating to the education of their child and respond to any suggestions as soon as practically possible.

SLES collaborated with parents and families in developing, and reviewing the Parent and Family Engagement Plan. Parents and families were given the opportunity to provide feedback during the Title I Input meeting through Feedback Forms and Annual Parent Surveys. The Parent and Family Engagement Plan will be updated at least once a year to meet the changing needs of parents and families. The plan establishes Family Engagement Requirements under Title I Part A and the schools expectations for the Parent and Family Engagement and describes how the school will implement a number of specific Parent and Family Engagement activities

The Parent and Family Engagement Plan will be available on SLES website, sent home to all SLES students in August, placed in welcome packets, offered at Title I workshops, available at the school's Parent Resource Center and Main Office and available at the South Fulton Library. Parent and Family feedback is welcomed year round through the following.

- Parent Input Meeting
- Feedback Forms found on the school's website, Parent Resource Center, School's Main Office and upon request
- Through ongoing communication

**Parents and families have the opportunity to request regular meetings through feedback forms, surveys, and ongoing communication*

**In the event our Parent and Family Engagement Plan receives an overall unsatisfactory rating from our parents, SLES will notify the District by contacting the District Title I Program Specialist assigned to SLES.*

The Importance of Communication

SLES will take the following actions to provide parents and families of participating children the following:

- Timely information about the Title I program
- Flexible number of meeting, such as morning and evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement

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 practical, in language the parents can understand. Communication is an essential tool for the growth and survival of Seaborn Lee Elementary School. Parents and families will be contacted regularly concerning Title I information, school events, and parent teacher conferences through many forms of communications.

- Flyers
- Email
- Classroom and School Newsletters
- The School Marque
- School Website
- Social Media

Title I information such as the Parent and Family Engagement Plan and School-Family Compact along with school events will be provided in a timely manner, offering a flexible number of meetings and events. Information will also be in a understandable format inviting all parents and families in a language that can be understood. SLES will also provide if necessary different meeting formats such as online or in person. The plan will be distributed to all families in the fall of each year.

**If transportation or childcare are barriers in attending Title I and Parent and Family Engagement Events Please call the school, and SLES will try to find, if possible, community partners or volunteers to provide transportation to the school or childcare at the school.*

Annual Title I Parent Meeting

Seaborn Lee Elementary School will take the following action to conduct an annual meeting, at a convenient time, encouraging and inviting all parents of participating children to attend and inform them about the school's Title I program the nature of the Title I program, the requirements, the parents' requirements, the school Parent and Family Policy, the School-Wide Plan and the School-Family Compact.

SLES will hold an Annual Title I Meeting prior to November 1st at the beginning of the school year for all parents, families and the community. The meeting will be held at a convenient time inviting all parents and families to attend. Parents, Families and the community will be informed of the school's participation on Title I requirements, SLES Title I School-Wide Plan and Parent's Rights.

**The purpose of the meeting is to provide information not to be used to gather information for the Parent and Family Engagement Plan or School-Family Compact*

School-Family Compact

The School-Family Compact is an outline of how families, the entire school, staff and students will share the responsibility to improve student academic achievement.

Seaborn Lee Elementary School will take the following actions to jointly develop with parents of participating children a School-Parent Compact that outlines how families, school staff and students will share the responsibility for shared academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

Our School Family Compact

The School-Family Compact at SLES will be developed by families students and staff. It is an agreement between families, staff and students outlining how families will work together and share responsibility for improved student academic success.

SLES, families and students will agree on and sign a compact to help students achieve the Sates' high standards. Compacts will be distributed to all SLES student prior to November 1st, available on the school's website, available at all Title I parent and family workshops, available at the school's Parent Resource Center and Main Office, and available at the South Fulton Library. To build equal partnership feedback is welcomed year round and compacts will be updated annually. Parent and families will be able to provide feedback in the following forms.

- Parent Input Meeting
- Surveys
- Open Communication
- Feedback Forms

**Compacts will be updated periodically to meet the changing needs of parents and families*

Reservation of Funds

Parents and families will be informed in the decision of how 1% of the Title 1, Part A funds reserved for Parent and Family Engagement are spent. Parents and families will be encouraged and welcomed to attend Input Meetings, provide feedback year round on Feedback Forms and through open communication with the parent liaison.

Coordination of Services

SLES will, to the extent feasible and appropriate, coordinate and integrate Parent and Family Engagement programs and activities with the Pre-Kindergarten program available at the school and with Camp Creek Middle School

- Provide Pre-Kindergarten families with access to the Parent Resource Center and distribute all flyers and advertisements to academic workshops and events
- Collaborate with Pre-K and 5th grade parents and families on methods of integrating families with focus on improving transitions with students and families
- SLES will host a workshop in the spring providing parents and families with information and resources on the transition to middle school and kindergarten

Building Capacity of Parents and Families

Seaborn Lee Elementary School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support partnership among school and the community

Student academic achievement will be improved through the following:

- Description and explanation of the curriculum in use
- Description and explanation of assessment results
- Description and explanation of the assessments used to measure student progress and achievement levels of the State's academic standards
- Assistance to parents and families in understanding topics such as the following
 - Georgia Standard of excellence
 - Georgia Milestones
 - Strategies parents and families can use to support their child's academic progress
 - Partnering with teachers to support their academic needs
 - Provide materials and training to help parents and families work with their children to improve their child's achievement such as literacy training and using technology (Including education about the harms of copyright piracy) as appropriate, to foster Parent and Family Engagement

**Information on curriculum and academic assessments is provided to parents at our Annual Title I Parent Meeting (Power Point Presentation on SLES website) Curriculum Night, GMAS Workshops, Literacy and Math Workshops and Academic Workshops*

The Parent Resource Center provides materials that are available to assist parents, families and students with home support. Help and information are also provided to parents and families on various subjects that will aid them in their progress in the workforce. Parents and families are strongly encouraged to visit the Parent Resource Center as it fosters the additional assistance needed for academic success.

Parent and Family Workshops are held monthly. Workshops will help assist parents and families with understanding topics such as GMAS, Literacy, Math and academic resources. The workshops will meet the needs of parents and families in assisting with strategies to improve student achievement. The workshops are also designed to help parents and families expand their workforce skills. SLES will offer the following workshops for the 2019-2020 school year; Literacy, Math Testing and Technology. Workshops will be held quarterly and based on parent and family need.

*Parents and Families may request Parent and Family Engagement activities by commenting on surveys and evaluations forms which will guide planning for future workshops and other parent and family engagement activities.

Building the Capacity of School Staff

Seaborn Lee Elementary School will provide training to educate teachers, specialized instructional support, principals, other school leaders and other staff with the assistance of parents in the value and utility of contribution of parents, and how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs and build ties between parents. SLES is committed to working with parents and families to build ties between school and home by fostering two way communication via evaluations, surveys, social media, email, in person comments and Title I parent meetings. SLES parents and families are given the opportunity to provide feedback on;

- Ways to build ties between home and school
- How to reach out to, communicate with and work with parents and families as equal partners
- How to present information that is practicable and in a language parents and families can understand

SLES will hold two Building Staff Capacity Workshops for all staff, one in the spring and one in the fall. SLES will also provide ongoing tips to staff monthly via email.

*SLES parents and families are also encouraged to join the PTA and School Governance Council. The PTA and School Governance Council provide parents and families with the opportunity to work as equal partners with teachers and staff members and build ties between home and school.



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We want to hear from you. If there is any part of this policy that you feel is not satisfactory with the students' and the schools' goals for academic achievement, please provide us with your comments in the space provided.

Return form to Main office or the Parent Liaison

Yes, I am excited about joining the Seaborn Lee Elementary School Team.

Yes, you can contact me in order for me to learn about Seaborn Lee Elementary School.

No, I am not interested in participating.

Give us your contact information:

Name: _____

Child's Name/Grade: _____

Address: _____

Phone Number: _____

Give Us Your Feedback

We would like to receive your comments. If you have any suggestions or comments on how we can improve any part of this plan, please give us your thoughts by leaving this form in the front office or at your Parent Resource Center.
