Hapeville Elementary School
Title I Parental Involvement Policy

2014-2015

Jennifer Couch, Principal
couchj@fultonschools.org
3440 N. Fulton Ave
Hapeville, GA 30354
Doris Contreras, Title I Parent Liaison
Hapeville Elementary
School Level Parental Involvement Policy

PART I: GENERAL EXPECTATIONS

2014-2015 School Parental Involvement Policy
Revised: August 29, 2014

School: Hapeville Elementary School  District/LEA: Fulton County

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy, agreed on by such parents, that contains information required by section 1118(b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA) (school parental involvement policy). The policy establishes the school’s expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school’s plan submitted to the local educational agency (LEA).

The school will adhere to the following as required by law:

- Involve parents, 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 parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent involvement policy periodically to meet the changing needs of parents and the school and distribute it to the parents of participating children and make the parental involvement plan available to the local community.
- Provide full opportunities, to the extent practicable, 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 section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under section 1114(b)(2) of the ESEA 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 parental involvement and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring –

(A) that parents play an integral role in assisting their child’s learning;
(B) that parents are encouraged to be actively involved in their child’s education at school;
(C) that 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) the carrying out of other activities, such as those described in section 1118 of the ESEA.

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOLWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

The School Level Parental Involvement Policy will describe how the school will implement or accomplish each of the following components. [Section 1118(b)(1), ESEA].

1. Hapeville Elementary 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 involvement in the decisions regarding how funds for parental involvement will be used.
   • Annual Title I Meeting
   • Title I Principal Chats each Semester
   • Monthly Title I Parent Workshops
   • Daily Access to the Parent Resource Room
   • Daily Availability of Parent Liaisons
   • Monthly PTA Meetings (these meetings are not Title I meetings, but allow for consistency in gathering parent ideas)
   • Upcoming School Governance Council Meetings (SGC)

2. Hapeville Elementary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend, to inform them about the school’s Title I program, the nature of the Title I program, the

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parents’ requirements and the school parental involvement policy, the schoolwide plan, and the school-parent compact.

- Annual Title I Meeting held September 9, 2014 at 8:00am and 4:00pm
- Flyers, School Messenger Callouts, School Marquees, Principal’s Welcome Letter, and weekly Hapeville Happenings Newsletters encouraged all parents to attend

3. Hapeville Elementary will take the following actions to offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parental involvement.
   - Meetings and Parent Workshops rotate from morning, mid-day, and evening times
   - School Social Worker provides transportation support

4. Hapeville Elementary will take the following actions to provide parents of participating children the following:
   - Timely information about the Title I programs through multiple means of communication
   - Description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet
   - Opportunities for regular meetings, if requested by parents, 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

5. Hapeville Elementary will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student 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.
   - First and Second Semester Principal Chats to explicitly discuss the School-Parent Compact and Parent Involvement Plan
   - Parent Resource Room and Parent Liaisons available daily to provide direct communication with parents.
6. Hapeville Elementary will build the school’s and parents’ capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- Parent Resource Room Open House
- Monthly Academic Parent Workshops
- Monthly PTA Meetings
- Weekly Hapeville Happenings Newsletters
- Ongoing School Messenger Call Outs
- School Marquee
- Flyers distributed in person during afternoon dismissal in the front and back parking lots of the school.

7. Hapeville Elementary will provide assistance to parents of participating children, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

Our Annual Title I Meeting brings all stakeholders together, at the start of the school year, to discuss, provide feedback, and ask questions regarding the bulleted topics listed below. Monthly Academic Parent Workshops, 1st and 2nd Semester Parent-Teacher Conference Days, 1st and 2nd Semester Principal Chats, Ongoing School Messenger Call Outs and Emails, and Weekly Hapeville Happenings Newsletters, further develop understanding of the bulleted topics.

- the State’s academic content standards;
- the State’s student academic achievement standards;
- the State and local academic assessments including alternate assessments;
- the requirements of Part A;
- how to monitor their child’s progress, and
- how to work with educators

8. Hapeville Elementary will provide materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by providing Monthly Academic Parent Workshops, daily access to the Parent Resource Room/Computers, a Schoolwide Reading Festival, and a Schoolwide Math Day.
9. Hapeville Elementary will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and the school, by consistently implementing and monitoring the Fulton County Leadership Essentials: Create Value for our Customers, Embrace Change to Drive Improvement, Lead by Example, and Develop our Capability, during every Tuesday Faculty/Staff Meeting all year. The Leadership Essentials, with specific examples highlighted each week, train all Hapeville faculty and staff to recognize and respond to their capacity for parent partnerships to improve student achievement.

10. Hapeville Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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 by encouraging parents to enroll their children in the Hapeville ES Pre-K Program which is comprised of three classrooms here at the school. Historically, including this year, all 3 Pre-K Classrooms are filled to the state maximum of 22 students each, with a wait list available.

11. Hapeville Elementary will take the following actions to ensure that 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 practicable, in a language the parents can understand.

- All written forms are distributed in both English and Spanish
- School Messenger Call Outs in both English and Spanish
- Emails as follow-ups to every School Messenger Call Out
- Informational Flyers in both English and Spanish
- Bi-Weekly Hapeville Happenings Newsletters in both English and Spanish
- Thursday VIP Folders for all students
- Student Agendas provided free of charge for all students in grades 1-5
- School Marquees updated to display monthly events
12. Hapeville Elementary will provide other reasonable support for parental involvement activities under section 1118, as parents may request, by contacting the school office at 404-669-8220 or by emailing our Title I Parent Liaison, Doris Contreras, at contreras@fultonschools.org. Parents are encouraged to visit the Hapeville Parent Resource Room which is open daily during regular school hours.

PART III. DISCRETIONARY SCHOOL LEVEL PARENTAL INVOLVEMENT POLICY COMPONENTS

Indicate which of the following discretionary school level parental involvement policy components the school will implement to improve parental involvement.

☐ Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

☐ Provide necessary literacy training for parents from Title I, Part A funds, if the school 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 through the guidance of Dr. Ravenell, our School Social Worker.

☐ Train parents to enhance the involvement of other parents by creating social outlets such as the Hispanic Heritage Festival, Family Soccer Day, and the Reading Festival to improve school-home-community dialogues.

☐ In order to maximize parental involvement and participation in their child’s education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school. Meeting times vary from before school, to early morning, to middle of the school day, to after school in order to meet the varied schedules of our parents.

☐ Adopt and implement model approaches to improving parental involvement;

☐ Establish a schoolwide 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. Quarterly Business Partner Meetings, in conjunction with our Books at Home Program, allows every Hapeville student to choose a book from our Reading Room to take home and read with parents (and keep forever) each month.