

# Prattville Primary School Parent and Family Engagement Plan 2024-2025

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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.**

Prattville Primary School will conduct a Title I meeting to inform parents of the requirements of the Every Student Succeeds Act. Parents will also receive information at Parent/Student Orientation via video from our administration and will be given handouts that explain the requirements of Title I in regards to our school's participation. Parents will have an opportunity to learn about Prattville Primary being a School Wide Title I school, highly effective teachers and how to request those qualifications in writing, School-Parent Compact, the LEA Parental Involvement Plan, the Title I Plan, and specific discussion about the Continuous Improvement Plan (CIP) and how it relates to Prattville Primary.

**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. These meetings during the year will include areas that were brought to the school's attention. These items will include but are not limited to; grading procedures, testing/assessment requirements and social aspects of school. 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 or 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 CIP and how the school is reaching the goals stated. The funds allocated for Parental Involvement will be used to increase Parental Involvement at Prattville Primary School. Consideration will be given to the Parent Advisory Committee and The Leadership Team. All meetings and information may be communicated through but not limited to applications such as newsletter, email, school website, Zoom meetings, social media platforms, webinar, and video.

**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, APT meetings, school website, teacher web pages, Facebook, and other parent meetings. They will also be informed about the Parent Resources available for checkout through the school. 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 Section 1111 of the ESEA in an understandable and uniform format, 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 student led conferences (twice a year) 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 observe classroom activities. The student agrees to do their homework, read daily, and give parents or adults that are responsible for their wellness all notices and information received from school. The parent agrees to monitor attendance, make sure homework is completed, be an active participant in 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 CIP 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. Parents are also encouraged to complete surveys about their satisfaction or dissatisfaction of the Continuous Improvement Plan. 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 NCLB Section 1118, requirements for building capacity in parental involvement.) 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 training for parents of participating children in understanding such topics as the state's academic content standards and state student academic achievement standards, state and local academic assessments, the requirements of Title I, and how to monitor their child's progress and work with teachers to improve the achievement of their children.

Parents are invited to attend parent/teacher meetings to address the academic/social development of their children. Parent conferences are flexible; teachers and faculty are available upon request to assist parents in the understanding of individual student results. With teacher guidance, students will facilitate a conference with their parents to share goals and progress from their Leadership Notebook.

(3) 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. The Family Learning Action Team will provide resources and training to close the gap between school and home. 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.

(4) 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. Parent resource materials are available for check out to provide families additional academic support. During the first week of school parents are welcomed to the school to encourage assisting in the transition period from home to school. Throughout the year family nights are held to encourage parents/guardians to visit the school and feel welcomed while there. See attached calendar of parental engagement events.

(5) 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, teacher web pages, twitter, and school website.

(6) 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. 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.

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 English Language Learner coordinator follows a set of written procedures. ESL/ELL 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.

**Prattville Primary School  
Autauga County Schools  
Title 1  
Parent/Family Engagement Plan  
2024-2025 School Year**

**Parent/Family Engagement Activity**

**Planned Date of Event**

**Family/Teacher Orientation - All Grades**

**August 5th 4:00 PM-5:30 PM**

Families and students will be able to meet the teachers for the coming school year. They will be given information regarding the *PPS Student Handbook*, information related to parental engagement, and specific classroom information. Parents will be encouraged to complete forms for the new school year.

**Title 1 Annual Meeting**

**August 27<sup>th</sup> 5:30 PM-6:30 PM**

All families will be encouraged to view attend sessions to learn about the following topics: What it means to be a Title school, 1% set aside, CIP, School-Parent Compact, School wide Parent and Family Engagement Plan, LEA Parent and Family Engagement Plan, how to request qualifications of teachers, Family Resource Center and how to be involved in the Title 1 program at Prattville Primary School.

**PPS Curriculum Night**

**August 27<sup>th</sup> 5:30 PM-6:30 PM**

Students and families will be able to meet with teachers about the first few weeks of school and express concerns and/or questions regarding classroom procedures and instructional expectations.

**Family Connection Week**

**September 16<sup>th</sup> - (class specific)**

Students will be given a fun activity to do with their family using the PPS physical education department resources.

**Monster March**

**October 31st (class specific)**

Students are invited to enjoy fall activities. Families and community leaders will be invited to view the event which will take place on the walking trail throughout the school day.

**Student Led Parent Conferences**

**November 19th- November 21st**

This week is set aside for students and teachers to conference with parents regarding their child(ren)'s academic and behavioral leadership binder. Teachers and parents are able to use this time to discuss their child's strengths and areas for growth. If there are any academic or behavioral concerns, parents will be encouraged to schedule a parent/teacher conference. Parents and teachers will work together to support each child's learning potential.

**Veterans Day**

**November 8<sup>th</sup> (class specific)**

Families will enjoy a student-led, patriotic program while celebrating our country. Many community stakeholders will be invited to attend.

**Christmas Programs**

**December 9<sup>th</sup>-13<sup>th</sup>**

Families will be invited to attend a Christmas program. The performance will include music standards taught in the classroom.

**Career Day****February 28th (class specific)**

Parents will be invited to participate in career day activities and speak to small groups about various career paths. Opportunities will be offered both in person and virtually.

**Dr. Seuss Literacy Night****March 6th 5:30-7:00**

Families and students are invited to participate in Dr. Seuss activities promoting literacy and the importance of reading.

**Bunny Hop****April 17<sup>th</sup> (class specific)**

Families and students are invited to enjoy spring activities which includes a one mile fun walk.

**Student Led Parent Conferences****May 12th-15<sup>th</sup> 8:00 AM-3:00 PM**

This week is set aside for students and teachers to conference with parents regarding their child(ren)'s academic and behavioral leadership binder. Teachers and parents are able to use this time to discuss their child's strengths and areas for growth. If there are any academic or behavioral concerns, parents will be encouraged to schedule a parent/teacher conference. Parents and teachers will work together to support each child's learning potential.

**Student Led Awards Day****May 12<sup>th</sup>-15<sup>th</sup> (class specific)**

This annual event will be student-led and families will enjoy watching children announce their 2021-22 accomplishments.

**Parent Orientation - upcoming 1<sup>st</sup> graders****TBA**

Upcoming first graders and their parents will be able to tour the school to learn about different aspects related to this important year of school.

**APT Meetings****TBA**

APT Meetings are held on various dates throughout the year. Each meeting begins with the principal providing parents/guardians with information related to current events happening at PPS. Another feature of each meeting is a special presentation by grade specific students.

**Quarterly Lunch Dates****(class specific)**

Families will be invited quarterly to have lunch with their child. These lunches will be coordinated within each learning community and be themed base.

**1st and 2nd Grade Parent Workshops**

Parents are invited to attend workshops on curriculum and how to help their child at home. Parents are invited to visit our parent resource room where our parent liaison can assist parents with checking out materials for their home.