



Nora Mae Hutchens Elementary School

Mrs. Brittney Owen, Principal

*10005 West Lake Road
Mobile, AL 36695*

Fax: (251)221-1425

Phone: (251) 221-1420

Parent and Family Engagement Plan

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% parent and family engagement set-aside, and the rights of parents involved. (Sec. 1116(c) (1))

The school will hold their annual Title I Parent Meeting on September 9, 2024 at the school. The information discussed during the meeting will be shared to the school's website for further reference.

Describe how there will be a flexible number and format of parent meetings offered, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

There will be a flexible number of meetings offered throughout the year at various times for parent meetings.

Describe 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).

A parent advisory committee is formed that consists of 5 parents of our school from all grade levels. We conduct a meeting annually to analyze content and effectiveness of the current plan. We identify barriers to parental and family engagement.

We actively outreach to all parents and families reaching beyond barriers of culture, language, disabilities, and poverty to conduct annual parent surveys seeking input on activities, training, and materials that the school should offer to parents next school year. Each year, the Continuous Improvement Plan, including the parental involvement plan, is reviewed and evaluated. Results of parent surveys are reviewed by the Parent Advisory Committee in determining the changes needed.

Describe how funds allocated for parent involvement are being used in the school. (Sec. 1116(c)(2)(3)).

We use parental involvement funds (\$2,493.58) as follows: to purchase postage for parent letters and other school communication sent home via the US Mail.

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,



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opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children. (Sec. 1116(c)(4)(A)(B)(C)).

Timely Communication:

Regular Newsletters: Distribute monthly newsletters (both digital and print) that include updates on Title I programs, curriculum changes, and important events.

Website Updates: Maintain a dedicated section on the school's website with current information regarding Title I programs, curriculum details, assessments, and achievement expectations.

Annual Title I Meeting of Parents

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). (Sec. 1116(d))

Joint Development of the Compact:

Collaborative Meetings: Schools host meetings involving parents, educators, and, when appropriate, students to collaboratively develop the School-Parent Compact. This ensures that all voices are heard and that the compact reflects the shared goals and responsibilities of each group.

Input Collection: Parents are invited to provide input through surveys or focus groups to identify their expectations and suggestions regarding their involvement in their children's education.

Drafting the Compact: A draft of the compact is created based on feedback from these discussions, highlighting the roles and responsibilities of parents, students, and school staff in supporting academic achievement.

Components of the Compact:

Clear Responsibilities: The compact outlines specific responsibilities for each party:

Parents: Supporting homework, attending meetings, and communicating with teachers.

Students: Taking ownership of their learning, completing assignments, and following school rules.

School Staff: Providing quality instruction, regular communication with families, and resources for parents.

Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan. (Sec. 1116(c)(5))

Parents can contact the school or parent advisory committee to address concerns and we would then hold a meeting with our ACIP team and School Improvement Specialist.



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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 Sec. 1116, requirements for building capacity and parental 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:

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.

Provision of Educational Materials:

Resource Development: Create and distribute materials that guide parents on how to support their children's academic progress. This includes pamphlets, handouts, and online resources covering key subjects and skills.

Literacy Materials: Provide books, reading guides, and activity kits that parents can use at home to promote literacy and language development. Offer recommendations for age-appropriate reading materials tailored to individual student needs.

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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:

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.

Coordinated Parent Programs:

Develop and implement programs that encourage parental involvement, such as parenting meeting, educational seminars, and family engagement nights. Ensure these programs are scheduled at convenient times and offer a range of topics that meet parents' needs.

Parent Advisory Committee:

Form a Parent Advisory Committee that includes diverse representatives from the school community. This council will provide input on school policies, programs, and initiatives, helping to ensure that parent perspectives are integrated into decision-making processes.



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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:

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.

Coordination of Programs and Activities:

Integration with Federal Programs: Collaborate with other federal programs (such as Title I, Title III, and special education) to align goals and strategies for parent involvement. This may include joint workshops, shared resources, and coordinated outreach efforts.

Unified Events

Organize events that bring together families involved in various programs, providing a platform for sharing resources, experiences, and support.

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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:

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.

Regular Updates:

Newsletters:

Frequency: Distribute monthly newsletters that include updates on school events, important dates, curriculum highlights, and tips for supporting learning at home.

Content: Ensure the newsletter is visually engaging, with clear headings, bullet points, and sections dedicated to different topics.



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Emails:

Timeliness: Send regular emails to inform parents about upcoming events, academic milestones, and opportunities for involvement.

Personalization: Address emails to individual parents where possible, making them feel more connected and valued.

Social Media Platforms

School Accounts:

Engagement: Use platforms like Facebook, Twitter, and Instagram to share updates, celebrate student achievements, and promote events. Encourage parents to follow and interact with these accounts.

Live Updates: Consider using live video features for events or Q&A sessions, allowing real-time engagement with parents.

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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:

Shall provide such other reasonable support for parental involvement activities as parents may request.

Creating a Welcoming Environment:

Open Communication: Establish open lines of communication between parents and school staff through regular updates via newsletters, emails, and social media platforms, ensuring that information is accessible and understandable.

Describe how the school will ensure the provision for participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand. (See ESSA Sec. 1117(f))



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Accessible Information

Format Considerations: Ensure that school reports and important documents are available in formats that are accessible to parents with disabilities, such as large print, or audio formats.

Parent Meetings: Schedule meetings at various times to accommodate different work schedules. Provide interpretation services at these meetings to ensure all parents can participate fully.