

**Webster County
Parent and Family Engagement Plan/Policy**



2022-2023

**School Parent and Family Engagement Policy
Webster County School District
2022-23
Revised April 12, 2022**

In support of strengthening student academic achievement, **Webster County School District** 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 policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's 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 into the school's plan submitted to the local educational agency (LEA).

The **Webster County School District** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, stakeholders, and all school staff 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 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 engagement policy, with input from all stakeholders, periodically to meet the changing needs of parents and the school, distribute it to the

parents of participating children, and make the parent and family engagement policy 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 ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program 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 this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school 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

Webster County School District 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 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.

Input and suggestions from parents, family members and all stakeholders are an essential component of the district's school improvement plans that are developed each year. All parents of students eligible to receive Title I services, community stakeholders, and all school staff are invited to attend the meeting opportunities, to request additional support, and to share their ideas and suggestions in order to help the district, schools, and students to reach our student academic achievement goals and improve our family engagement programs. These meetings are posted in the Newspaper, on the School website, Webster County School REMIND app, Webster County School INSTGRAM, notices are sent home with students, and the events are on the parent involvement calendar sent home at the beginning of the school year. ***School Improvement Input Meeting – April 7, 2022 @ 6:00 pm***

Building Parent Capacity

The Webster County School district will educate parents in understanding the school goals, state academic standards, school curriculum, and standardized assessments such as Georgia Milestones tests.

- ☐ Schools will provide workshops on various topics to assist parents with the educational needs of their children, provide information regarding the Title I program and all other Federal programs grants. The dates and locations for these classes will be shared through school newsletters, websites, marquees, and automated messages.
- ☐ Schools will provide educational literature for families to learn more about transitioning from pre-k to kindergarten, elementary to middle school, middle to high school and high school to other postsecondary opportunities and careers.
- ☐ A parent resource room/area is located in the school Media Center. The resource room contains resources and materials, including parent guides, and additional resources to help parents work with their children at home.

Building School Capacity

- ☐ The Webster County School system will make every effort to ensure that information related to district, school, and parent meetings and activities are available to all parents. Parent notifications and resources will be sent home in the parent's native language, where applicable, and interpreters will be available at parent events and meetings when necessary.
- ☐ The Webster County School system will conduct multiple trainings for the school staff to learn and discuss strategies that will increase parent and family engagement, improve school-family communication, and build strong ties with parents.
- ☐ The Webster County School system will work to provide assistance to parents in understanding state and district academic information connected to their student's learning and progress, as well as provide information regarding the Title I program, School, Parent, Student Compact, and any other Federal Programs grants.

ANNUAL TITLE I MEETING

Webster County School District 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 parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

Annual Title I Meeting –

Webster County Schools will host a meeting on October 4, 2022@6:00pm for parents to be informed of the school-wide plans, the schools' parent and family engagement policies, and Title programs. Parents will be notified by announcement on the WCS website, notices sent home with students, school social media, School Instagram; REMIND app, and a newspaper article about the date and time of the Title 1 Meeting. Parent input may be provided through the annual Title I Parent Survey sent out each spring. The survey will contain questions related to family engagement activities with a section for parents to provide their feedback/comments. A Parent Involvement Calendar is sent home the first week of school, when the activities arise they are posted on the website; REMIND app, and notices sent home with students. The annual Title 1 Meeting will be held in October and parents will be informed of the Title 1 funds received. The website can be visited at www.websterbobcats.org to review the documents. Input is accepted at any time by contacting the Parent Involvement Coordinator, Lamarra Fletcher, lfletcher@webster.k12.ga.us or the Title I Director, Mrs. Deidre Sterling, dsterling@webster.k12.ga.us.

COMMUNICATIONS

Webster County School District will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- 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 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 practicable, in a language the parents can understand:

Webster County School District will send the parent and Family Engagement Policy home will in the handbook that goes home with every student the first week of school or as the student enrolls, as well as a copy in the registration packet. The Family Engagement Coordinator will work to provide assistance to parents in understanding the policy, as well as information regarding the Title I program. Schools will provide parents opportunities to attend meetings and activities throughout the school year concerning Title I programs, Parent engagement, state academic standards, state academic assessments, and various academic content workshops that aim at providing parents with tools to help their children by reinforcing learning at home. Dates and times for these activities will be posted on the Family Engagement Calendar and in the handbook (updated calendars to be sent home when updated), sent home with registration

packets, and shared by sending home flyers/newsletters, as well as posting this information on the website, school marquee, and through various other venues.

Schools will provide parents with opportunities to attend meetings and activities throughout the school year.

SCHOOL-PARENT COMPACT

Webster County School District will take the following actions to jointly develop with parents of participating children a High School and Elementary/Middle School (two separate compacts) school-parent compact that outlines how parents, the 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. The parents, students, and staff will partner together to develop this school parent compact for achievement. The Compacts will go home in registration packets and signed copies will be returned to the school to be kept by Family Engagement Coordinator. There will be a copy of the compact in all handbooks and in the media center. Parents are encouraged to attend annual revision meetings held in the spring each year to review the compact and make suggestions based on student needs and school improvement goals. Parents are also encouraged to participate in the annual Title I parent survey that is also used as a tool to collect parent feedback regarding the current Title I programs and policies. Documentation kept by the Family Engagement coordinator will include an agenda, Sign-in sheets with date and role, Minutes, Notes, Summaries, Handouts, training materials, and Presentation Slides, will be kept to document topics discussed.

The School - Parent Compact will be addressed through:

- Annual Meetings
- Fall, Winter and Spring Open Houses
- Parent conferences
- Correspondence from principal/superintendent
- School Council meetings

The School Compact is located on the School website. www.websterbobcats.org

RESERVATION OF FUNDS

If applicable, **Webster County School District** will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Webster County School District does not receive over \$500,000 in Title I funds therefore; no reservation of funds is required. Stakeholders are notified of this exemption from requirement through this policy and our Annual CLIP Review/Revision Meeting in April and our fall (October) Annual Title I Meeting.

COORDINATION OF SERVICES

Webster County School District Family Engagement Coordinator will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool 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:

Webster County Schools will collaborate with the Health Department, Family Connections, Sheriff's Department, Emergency Medical Services/ Fire and Rescue, Webster County 4-H, RESA, South Georgia Technical College, USDA Rural Development, Citizen's Bank, Georgia Southwestern State University and other local businesses in Webster County and the surrounding community to support school readiness, to support the instructional program and the parent and family engagement program.

Webster County School District will collaborate with parents of kindergarten students, eighth grade students and seniors through meetings and information sent home via flyers, school social media, REMIND, and newsletters to help students transition to their next level of education. The Family Engagement Coordinator, Title I Director and Graduation Coach will work to ensure that students have positive and supported transitions.

Technical Assistance

The Webster County School District Family Engagement Coordinator will provide coordination, technical assistance, and other support necessary to assist and build the capacity of all its Title I schools in planning and implementing effective parent and family engagement activities.

The Webster County Schools will have Input Meetings and Opportunities for all stakeholders, students, and school staff to have input into the school parent and family engagement plan, school compact, building school staff capacity, and use of parent and family engagement funds (if applicable)

- Annual Parent Engagement Survey
- Annual input into the development of the school parent and family engagement plan (PFEP)
- Annual input into the development of the school-parent compact • Annual Title I Meeting
- Distribution of the School PFEP, School-Parent Compact –
(these items will be located in the handbook and sent home with the registration packets)
- Building Parent Capacity events quarterly
- Building School Staff Capacity events quarterly
- Specific guidance on the content of school PFEP and compact

- Primary Method:

Multiple meetings/trainings at which parent and family engagement requirements are a topic and provide such other reasonable support for parental involvement activities under this section as parents may request.

The Webster County Family Engagement Coordinator will ensure is technical assistance is provided in a timely manner to the school leadership as it relates to meetings and ongoing communication focused on compliance. Evidence must include:

- Dated sign in sheets with the roles of attendees indicated
- Dated agenda
- Power points, handouts, meeting minutes
- Secondary Method:
 - Emails to school administration, family engagement staff with information / materials related to PFE compliance (copies of compact templates, sample Title I meeting agendas, etc.
 - Notes / minutes / summaries of individual or small group meetings with school / FE leadership at which FE compliance was discussed

BUILDING CAPACITY OF PARENTS

Webster County School District will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child 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
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress and attendance
 - How to work with educators to improve the achievement of their child

Webster County School's Title I staff and Family Engagement Coordinator will work to provide assistance to parents in understanding state and district academic information connected to student learning and progress, as well as information regarding the Title I program. Schools will provide parents opportunities to attend meetings and activities throughout the school year

concerning Title I programs, Parent Involvement, state academic standards, state academic assessments, and various academic content workshops that aim at providing parents with tools to help their children by reinforcing learning at home. The Webster County Schools with stakeholder input will plan a calendar of events to go home with registration packets and posted in the handbook. Dates and times for these activities will be shared by flyers/newsletters, as well as posting this information on the website, INSTAGRAM, REMIND app, and through various other venues. The Webster County Family Engagement Coordinator will be responsible for an agenda, Sign-in sheets with date and role, Minutes, Notes, Summary, Handout, and Presentation Slides, will be kept to document discussed topics:

Parent and Family Engagement will be addressed through:

- Annual Meeting
- Fall, Winter and Spring Open Houses
- Monthly newsletter/calendar
- Correspondence from principal/superintendent
- Parent programs
- School Council meetings
- Volunteer opportunities
- Parent Resource room
- Parent portal and website

BUILDING CAPACITY OF SCHOOL STAFF

Webster County School District Family Engagement Coordinator will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents and all stakeholders, 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 by:

Webster County School District will build the school and parent capacity for strong family engagement. This will help to ensure effective involvement of parents and to support a partnership among the Title I schools, parents, family members, and the community with the goal of improving student academic achievement through the district-wide activities and programs mentioned in this section. The School Staff will continuously make contact with parents through meetings, phone conferences, home visits, and email.

A district School Council, which meets throughout the school year, has been established. It is comprised of parents, teachers, and the principal/superintendent to provide input on matters

related to school improvement and family engagement in order to build both school and parent capacity.

The Family Engagement Coordinator will keep an agenda, Sign-in sheets with date and role, Minutes, Notes, Summary, Handout, and Presentation Slides, will be kept to document discussed topics.

Webster County School District will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, the district family engagement coordinator will communicate and collaborate school and district staff members to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children including providing information and school reports in a language parents can understand

DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT

POLICY COMPONENTS

- ☐ To maximize parent and family engagement 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.
- ☐ Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- ☐ Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.

The Webster County School District will offer a variety of methods including a variety of times for meetings, open houses, planned parent involvement activities, phone conferences, email, and in home visits to work directly with parents unable to attend meetings.

The Webster County School District has a School council (including local businesses) that meets monthly to discuss school related issues. The input from these meetings goes into the Parent engagement and involvement planning. The CTAE Advisory committee includes business partners which give input for the school's plans. The Family Connections and local churches collaborate with the school to help meet the needs of the students. The Family Connections has quarterly meetings and we use input from these meetings in planning family engagement activities.