

**Parental Engagement Plan  
Hidden Lake Primary School  
2022-2023**

**Purpose/ Goal Statement:**

This parent involvement plan aims to bridge the gap between the school and home, ensuring every student has positive support for success in school.

This plan aims to promote parent involvement in all aspects of the school, thereby improving student achievement, attendance, attitude, and positive behavior.

We know that parent involvement in our school can dramatically affect the academic achievement of our students. This plan is developed to develop a strong partnership with all of our parents so that our children will be provided with the best possible education we can offer.

**Funding**

This money will be spent in the following ways:

- Teacher Workshops
- Printing and Binding of weekly folders for grades K-2
- Materials for parent workshops
- Parenting Brochures
- Educational materials to aid in student instruction

As a Title, I school Hidden Lake Primary School agrees to implement the following statutory requirements.

**Annual Meeting**

Hidden Lake Primary holds an Open House before the start of school for parents and students to meet their teachers for the upcoming year. All forms that the parents need to fill out for the school are handed out and explained. Conduct folders and student handbooks are provided for every student. Any Non-English speaking/reading parent may request help to complete the forms. Many forms are in several languages. This time was selected due to parent requests. Any parent that is not able to participate in this open house will be advised to call the school and set up another time.

Hidden Lake Primary shall hold an annual Title I meeting in October. Parents will be notified by letter, Remind 101, School Cast, the monthly newsletter, the school website, and the school marquee. Topics to be discussed at this year's annual meeting will include:

- Title I participation, its service, and parents' rights
- An explanation of the school's curriculum and the state's content standards.
- School Parental Involvement Plan
- Performance Series/Student Scores
- Parent/Teacher Organization
- School-Parent Compact/Conferences
- Flexible Schedule of Parent Meetings
- Notify Me

## **Flexible Schedule of Meetings**

The faculty and staff of Hidden Lake Primary believe that parent engagement is the key to students' success. We will offer parent meetings throughout the year at various times and on various days to ensure parent attendance.

## **Involvement of Parents in planning, Reviewing, and Improvement of Title I Programs**

Hidden Lake Primary has a committee of parents, administrators, and teachers that meet to analyze test data needs assessments, and surveys. Parents were given surveys at the end of the school year seeking their input on activities, training, and materials that the school should offer to parents next school year. This committee uses this data to develop the school's Improvement Plan and the Parent Engagement Plan. This Continuous Improvement Team is comprised of two administrators, an Instructional Coach, two special area teachers, eleven classroom teachers, a media specialist, the counselor, and two parents. Academic, Non-Academic, and School Climate needs are analyzed and goals are written. Strategies to meet these goals are designed and professional development, if needed, is scheduled. The Parent Involvement Plan is written as a companion to the Continuous Improvement Plan. A copy of the ACIP is provided in the office, library, and school website for stakeholders to view.

## **Timely information about the Title I Program, the Curriculum, and Academic Assessments Used**

At its annual meeting of parents at the beginning of the school year, Hidden Lake Primary School will hold a general meeting where information will be presented about its Title I programs, the curriculum, and the forms of academic assessment used. Parents will learn about the school-wide program and the following subjects taught: reading, math, language, science, social studies, physical education, art, music, Spanish, and computer lab. They will also learn about how to schedule parent-teacher conferences and how they can participate in decisions related to the education of their child. Parents will also be given a copy of the Parent Involvement Plan. Parents will be encouraged to visit classrooms during an open house in October. Parent-teacher conferences will be held throughout the year. During conferences, teachers will meet with every student's family individually to discuss that student's scores/progress in school.

## **Submission of Parent Concerns on Schoolwide Plan**

In May of this year, Hidden Lake Primary will bring in its Building Leadership Team to review, evaluate, and revise its school-wide plan. We will invite them to attend a parent meeting to discuss the plan and changes they may like to see. During the review process, all parents are notified of the review through notices sent home in our signed paper folders. The notices make parents aware that the plan is under review, that a copy of the plan is available for review in the Media Center and the front office, and that parents have the right to give their input regarding the revision of the plan. The notice also states that after the plan is finalized and approved, if the plan is unsatisfactory to any parent, they may submit their concerns in writing to the school.

These concerns will be addressed in Continuous Improvement Team meetings and forwarded to Central Office.

### **Development of School-Parent Compact**

All parents are given a copy of the School-Parent Compact at our Open House. The compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved academic achievement and how the school and parents will build and develop a partnership that will help children achieve the State's high standards. The parents will all sign the compacts signifying their commitment to working in partnership with the school and their child's teacher in ensuring that their child is successful in school. The compact will be discussed with teachers at faculty meetings. Each teacher will be given the responsibility to explain the compact to the students and obtain the students' signatures. The teachers will sign the compacts and house them in each student's cumulative folder.

### **Building Teachers' and Parents' Capacity for Strong Parental Involvement**

To ensure effective involvement of parents and to support a partnership among Hidden Lake Primary School and the community to improve student academic achievement, Hidden Lake Primary School has developed a Parental Involvement Plan with the following components:

(1) We will provide information to all parents at the annual meeting about the State's academic standards and State student achievement standards. Hidden Lake Website will be used as a resource for parents for information regarding CCRS standards and math/reading strategies used in the classrooms. We will have the following activities throughout the year:

- Open House- The beginning of the year Open House is on August 4<sup>th</sup>.
- Literacy Tour/Picnic- (On October 21st) teachers will demonstrate a reading/phonics lesson to the parents. This will allow parents to see what is taught in K-2 reading. The teachers will also provide the parents with resources to help the children at home.
- Math Mingle- (DATE TO BE ANNOUNCED) teachers will demonstrate a math lesson to the parents and give parents resources to use at home to help with math skills necessary for mastery of Alabama Course of Study Objectives.
- Parent Conferences will be held by October 21st for the first semester. The parents will meet with their child's teacher to discuss test scores and any other concerns. We will also schedule a date for the second-semester conferences.
- College and Career Days- (Dates TBA) this year we will hold college and career days so that the children can showcase the 16 college and career clusters. The children will present what they learned to families and community members.

- Spirit of Service: (April) this is a community partnership that is announced through the media for community members to help at the schools and other areas of the community. We have the only certified outdoor classroom in the state and we have our community members help clean the area, plant new plants, clean the pond, etc.

(2) The Instructional Coach and Program Specialist will conduct workshops with parents on Reading and Math assessments (MAPS), helping your child study, and understand Assessment results. TBA

- Grandparents Day at the Book Fair will allow Grandparents to come shop with their Grandchildren.
- Grandparents Tea (1<sup>st</sup> Grade September 29th) The first-grade classrooms will host a grandparent's tea. Grandparents are invited to attend this tea and read with their grandchildren.
- Book Character Pumpkin Decorating Contest-October -Parents and children have the opportunity to pick a favorite book character and decorate a pumpkin.
- Read Across America Week- (TBA) is a week-long event, that focuses on creating a love for reading.
- Christmas Around the World: The students will learn about different traditions around the world. They will display the many traditions around the school and we will invite parents and community members for a walkthrough.
- Hidden Lake will host Art walkthroughs throughout the school year to showcase our signature.
- Hidden Lake will have multicultural days throughout the school year in which parents and community members may participate.
- Spring Fling: (TBA) Hidden Lake Primary will host a Spring Fling with stations for the children, parents, and community members to participate in art, Spanish, music, dance, and many other activities.
- Kite Day and Picnic (TBA) This activity will allow parents to come and spend time with the children and teachers.
- Bunny Hop: This event will be hosted before Easter. The children will participate in a race and the winners will receive a ham or turkey to take home for an Easter meal.
- Turkey Trot will take place before Thanksgiving (Nov. 10) . The winners of the race will receive a Turkey.

(3) hold a workshop for the teachers, office personnel, and other staff, on the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, and how to conference with parents. All staff is expected to welcome parents to the school, as appropriate, and to work with our Parent Involvement Specialist in meeting parents' needs for their children. Teachers are also expected to encourage attendance at parent workshops.

(4) 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.

- Liberty Legacy- (2<sup>nd</sup> Grade) The kick-off is (on September 7th) and the final celebration (TBA) 2<sup>nd</sup> will participate in this program. This program is funded by an outside source and all materials are furnished to the teachers. Community members and parents are encouraged to participate.
- We have community partnerships that are coming to offer workshops and support groups to our parents. Such workshops may include Discipline and creating structure at home, outlining common issues and resources to parents, and social media.

(5) We will have Foster Grandparents that will come into the school throughout the year to help with children and families in need of extra assistance.

(6) 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. Parents who are bilingual help with parent conferences when needed.

- Remind 101

- Weekly Conduct Folders

- Monthly Newsletter

- School Website

- Digital Sign in front of the school

- All of our correspondences with parents are translated into the language needed to meet the needs of our EL children and parents.

(7) Provide other reasonable support for parental involvement activities under this section as parents may request. Hidden Lake makes every effort to work with parents in meeting their requests as related to their involvement in their children's education.

- Hidden Lake Grands- (August 2022-May 2023) This is where we have grandparents here to help the teachers with tearing out workbook pages, making copies, laminating, etc. They may also stay and eat with their grandchild.

- Parent Luncheons- Throughout the school year we hold parent luncheons.

Kindergarten will be in November

First Grade will be in December

Second Grade will be in February

- Field Day- (Dates TBA) in the spring we hold field day and allow parents to be here with their children. We also ask parents to volunteer to help or provide materials.
- Fire Safety Week- (October) we have the local fire department come and talk with the children in grades K-2 about fire safety. They also participate in a poster contest.

### **Information in Understanding Language**

Hidden Lake will implement parental engagement programs, activities, and procedures that do not discriminate against parents with limited English proficiency, based on race, color, national origin, sex, disability, or age, consistent with Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990 (ADA); and the Age Discrimination Act of 1975; nor against parents of migratory children. We will

include provisions providing information and school reports required under Section 1111 of the ESEA:

- The Counselor, Program Specialist, Instructional Coach, Principal, and EL partner are working together to provide our EL parents with a toolbox full of resources for all subject areas so that parents are better able to assist their children at home.
- Assistance in a language and format that is understandable and translated if needed.
- Translation of information into alternative formats upon request (i.e., translation in first Language, use of visual aids, etc.)
- Assistance from the ALSDE TransAct Compliance and Communication Center