

# Tara Elementary School

## *Parental Involvement and Family Engagement Policy and Plan for Shared Students Success*

**2018-2019**



**Dr. Wakea N. Brown, Principal**

**937 Mt. Zion Road- Morrow, GA 30260**

**Phone: 770-968-2916**

**FAX: 770-968-2919**

<http://www.clayton.k12.ga.us/facilities/Schools/124.asp>

**Last Date Revised: 9/28/2018**

### **What is Title I?**

Tara Elementary is identified as a Title I school as part of the Every Student Succeed Act 2015 (ESSA). Title I is designed to support State and local school reform efforts tied to challenging

State academic standards in order to reinforce and enhance efforts to improve teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support parental involvement. Tara Elementary jointly developed with all parents a written parent and family Engagement.

All parents were invited to participate in various parent involvement policy revision meetings held on August 28, 2018 at 10:00 am and 3:00 pm at the Parent Resource Center.

Parents were invited to the policy revision meetings via invitation flyers sent home with students, posted on the school website and marquee, Ed connect phone calls, flyers were placed in the front office and in the Parent Resource Center – Room 402. Parents had the opportunity to revise the policy, shared their suggestions, and write their inputs on the parent policy input form.

## **Tara Elementary School for Shared Student Achievement**

### **What is it?**

This is a plan that describes how Tara Elementary will provide opportunities to improve and support parent engagement to support student learning. Tara Elementary values the contributions and involvement of parents in order to create an equal partnership between the school and parents to improve student achievement. The policy describe how Tara Elementary will support parents engagement by offering parent academy workshops such as helping your child in reading, math, homework, getting involved at your child school, can help plan and participate in activities and events to promote and support student learning at school and at home.

Parents of Tara Elementary School are invited to a parents meetings at the beginning of the school year. The purpose of this meeting will be to: Inform parents about the guidelines, purpose, goals, and expectations of the Title I Program; Inform parents of the components of the Title I Programs available in the school; Inform parents of the school improvement or corrective action process, if applicable; Inform parents of their important role in their child's success and the requirements of Title I, Part A; Present an overview of the school's curriculum

### **How is it revised?**

Parents are involved in the planning, review, and improvement of the Title I-Parental Involvement Policy and the school improvement plan. Tara Elementary School met with all parents to provide, share and receive feedback on the Parental Engagement Policy on August 28, 2018 at 10:00 am and 3:00 pm at the Parent Resource Center. These meetings provided parents the opportunity to provide suggestions and to participate in discussions related to the education of their children. The information on school performance is available on the school's website, and sent home annually with students (additional copies are available in the school's front office and the Parent Resource Room).

### **Who is it for?**

All students participating in the Title I, Part A program, their families and all the stakeholders, are encouraged and invited to fully participate in the opportunities described in this policy. Tara Elementary will provide as many opportunities as possible for the participation of parents with limited English proficiency, parents with disabilities, ESOL, Pre-K, Homeless Education, Transition from Elementary to Middle and Middle to High School, parents of migratory children and other programs to the extend feasible and appropriate.

### **Where is it available?**

Information about Tara's Title I Program will be shared with parents during the Annual Title I Parents Meetings in August, and updated Title I information will be placed on the school's website as updates occur. Information about all documents will be provided through parent meetings, conferences, parent workshops, local School Council meetings, teachers, administrators, Parent Resource Room (402), Tara Elementary School's website, and programmed phone school messages. Copies of the school wide plan and parent involvement documents will be available in the Parent Resource Center (402) for review and information. All Title I documents are disseminated at the beginning of the school year and provided to families new to Tara during registration.

## **2018- 2019 District Goals**

By 2023, Clayton County Public Schools will increase the percentage of students scoring at the Proficient and/or Distinguished levels on the Georgia Milestones to at least 80% in each content area.

### **Tara's Goals for Student Achievement**

By 2023, Tara Elementary School will increase the percentage of students scoring at the Proficient and/or Distinguished levels on the Georgia Milestones to at least 80% in each content area.

## **School-Parent Compacts**

Tara Elementary School held various meetings for parents to review discuss and provide input on the School Parent Compact for Kindergarten through Fifth Grade. Parents were also informed of the meetings using the following methods: Flyers in English and Spanish, Calling post, Personal phone calls, School marquee, Website. Meetings were held on All parents were invited to participate in various parent involvement policy revision meetings held on August 28, 2018 at 10:00 am or 3:00 pm at the Parent Resource Center.

During the presentation, parents were able to review, discuss and provide input on the Parent Compact using the Parent Compact Input Forms. Parents had an opportunity to write and discuss verbally the information presented and make suggestions. After the meeting, parents were appreciative for the opportunity they had to provide the school with feedback on the Parent Compact. The final revision meeting for the Parent Compacts will be on September 20, 2018 18<sup>th</sup>, where all parents are invited to participate for the 2018-2019 school year.

## **Parent and Family Engagement Plan and Activities**

Tara Elementary will host the following events to build the capacity for strong parental involvement to support a partnership among the school, parents, and the community to improve student academic achievement:

**Meet and Greet** – August 2, 2018 - 1:00 pm-3:00 pm

**Bash Back to School** – August 4, 2018 @ 9:00 – 1:00 pm at Southern Crescent Stadium

**Volunteer Information Sign In** - August 10, 2018 @ 8:00-am 2:00 pm – FPRC Room #r402

**School Parent Compact and Policy Input Meeting** - August 28, 2018 @ 10 AM- 11 AM and 3:00 PM – 4:00 PM

**Annual Title I Meeting**- August 29, 2018 and September 4, 2018

**1st Parent Workshop – Partnering with your School** – September, 2018

**2<sup>nd</sup> Parent Workshop** – Parent and Family Engagement Workshop – September 18 @ 9:00 AM, September 20, 2018 @ 5:00pm or September 26 @ 1:00pm

**PTA Meeting** - August 29, 2018 at 5:30pm.

**1 Budget % Input Meeting** - Thursday, September 13, 2018 @ 4:30pm – 5:30 pm

**Curriculum Night** - Thursday, September 13, 2018 @ 5:00-6:00pm

**Parent Engagement Month and Day** – November 2018

**Parent Workshops August – May 2018**

- ✓ Learn about Title I program including our parent involvement policy, the school-parent compacts, the school wide plan, and the parents' requirements. Invitations will be send home with students, posted on the school website, school announcement letter and Parent Resource Center.

**Every Thursday** - Lending Library ON the GO with Ms. Figueroa



## Parent Resource Center

Come visit the Parent Resource Center to check out books, study materials, and activities to use at home with your child. Computers are available for parents to explore the parent portal and educational resources.

Monday-Friday 8:30 am-3:00 pm

## Parent and Family Engagement

Tara Elementary believes that parental involvement means the participation of parents in regular two-way, and meaningful communication regarding student academic learning and other school activities, the collaboration with parents to inform teacher and staff members on how to reach, communicate and partner with parents including ensuring:

- That parents play an integral role in assisting their child's learning.
- That parents are encouraged to be actively involved in their child's education at school.
- 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.
- The carrying out of other activities as described in this plan.

Parents will be encouraged to monitor their child's progress and work in partnership with our staff to improve the achievement of their children through volunteering in the classrooms, contacting the school with questions or comments, attending meetings and workshops, and working with their child at home. Student progress will be monitored and shared with parents through parent conferences, report cards, progress reports, phone calls, emails, agendas, and Infinite Campus (Online Grades).

Tara Elementary is committed to helping our parents participate in the parental activities listed in this plan. Please call or email us if you need assistance.

**Yetsenia Figueroa, Parent Liaison**

**Phone: 770-968-2916**

**[yetsenia.figueroa@clayton.k12.ga.us](mailto:yetsenia.figueroa@clayton.k12.ga.us)**

## School Measures to Provide Required Assistance

Tara Elementary will take the following measures to promote and support parents as an important foundation of the school in order to strengthen the school and reach our school goals.

We will:

- ✓ Ensure that all information related to school and parent programs, meetings, and other activities is published in an understandable format, and to the extent practicable in a language the parents can understand, and posted on the school website and included in the monthly school calendar/newsletter for all parents.
- ✓ Report the results of the annual school review (CCRPI Status) to parents at the beginning of the school year. Information on school performance is available on the school's website, and sent home annually with students.
- ✓ Make sure parents receive a copy of their child's assessment results whenever a national, state, or district level assessment is given. A parent report explanation guide is provided with the national and state assessment so parents can understand the meaning of the results. Every effort is made to provide parents with conference time to share the results and answer questions.
- ✓ An explanation of the Georgia Milestones Assessment System, and K-5 Student Learning Objective System i-Ready Reading and Math, DIBELS (K-1) etc. will be provided to parents along with the state's content and Georgia Standards of Excellence (GSE) throughout the school year.
- ✓ The school will handle responses to parent questions, concerns and suggestions in a timely manner via telephone calls, notes, emails and conferences. Interpreters will be provided as needed.
- ✓ Communicate with all families and the community on a regular basis regarding school wide events and activities, such as phone messages, the school website, school marquee, connect-ed phone calls, remind.com, text messages, email, social media, and flyers.
- ✓ Provide trainings for staff during their planning periods on strategies to improve communication with parents and ideas to increase family engagement. Staff will also share best practices during regularly scheduled faculty meetings.
- ✓ Throughout the school year the school will provide necessary materials and handouts for parents at workshops, conferences, meetings, and activities to help parents work with their child to improve their child's achievement.
- ✓ Materials and instructional resources will be available in the parent resource center and counselor's office.
- ✓ Collaborate with community leaders and business groups to increase participation and awareness of the school parental involvement policy and activities.
- ✓ Provide parent classes to help further enhance their various education backgrounds.
- ✓ Listen and respond to parents' requests for additional support for parental involvement activities.



## Parent Involvement Standards

Tara Elementary School Parent & Family Engagement standards are based in Dr. Joyce Epstein six types of parental involvement and the PTA standards for family engagement

### Dr. Epstein Six Types of Involvement

- Parenting
- Communicating,
- Volunteering,
- Learning at Home,
- Decision Making,
- Collaborating with the Community

#### PTA standards:

- Welcoming all families
- Communicating effectively
- Supporting student success
- Speaking up for Every child
- Sharing Power
- Collaborating with the community

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## Parent Focus Committee

*Tara Elementary invites all parents to join the school parent focus group committee to share ideas and ways to involve other parents to build partnerships with school, families, and the community. The team will meet monthly during the school year. If you would like to learn more about the Parent Mustang Focus Committee, please contact Ms. Figueroa, Parent Liaison at (770)968-2916*



## School Volunteer/Parent Mustang Focus Committee

- ☐ Yes, I am interested in becoming a school volunteer
- ☐ Yes, I am interested in joining the Parent Focus Committee
- ☐ Yes, I am interested in becoming a school volunteer and joining the Parent Focus Committee

Name: \_\_\_\_\_

Child's Name and Grade: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

## Share Your Thoughts

We want to hear from you. If you have any suggestions or if there is any part of this Parent and Family Engagement Plan that you feel is not satisfactory with the student's and the school's goals for academic achievement, please provide us with your comments in the space provided and return this form to Ms. Yetsenia, Parent liaison.

Name: \_\_\_\_\_ Tel # \_\_\_\_\_

Email: \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_