



School Parent and Family Involvement Policy
Hoboken Elementary School
2023-2024
Final revision: August 31, 2023

In support of strengthening the academic performance of students, Hoboken Elementary School receives Title I, Part A funds and therefore must be jointly developed, agreed upon, and distributed with the parents and family members of the participating child. It is a written parent and family engagement policy that contains the 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 series of specific parent and family engagement activities, and is incorporated into the school's plan submitted to the educational agency. local (LEA).

Hoboken Elementary School agrees to implement the following requirements as described in Section 1116:

- Involve parents, in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school's 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).
- Periodically update the school's parent and family engagement policy to meet the changing needs of parents and the school, distribute it to parents of participating children, and make the parent and family engagement policy available to the local community .
- Provide full opportunities, to the extent possible, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including the provision of information and school reports required under Section 1111 of the ESSA in a format understandable and uniform, including alternative formats upon request and, to the extent possible, in a language that parents understand.
- If the school-wide program plan under Section 1114(b) of ESSA is not satisfactory to the parents of participating children, submit any parental comments on the plan when the school makes it available to the educational agency local.
- They will be governed by the following statutory definition of parent and family involvement 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, meaningful communication involving students' academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in helping their children's learning.
- (B) Parents are encouraged to actively participate in their children's education at school.
- (C) Parents are full partners in their children's education and are included, as appropriate, in decision-making and advisory committees to assist in their children's education.
- (D) Other activities are carried out, such as those described in Article 1116 of the ESSA

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT THE REQUIRED COMPONENTS OF THE PARENT AND FAMILY INVOLVEMENT POLICY

JOINT DEVELOPMENT

Hoboken Elementary School Take the following actions to involve parents in an organized, continuous and timely manner in the planning, review and improvement of Title I programs, including opportunities for regular meetings, if parents request, to make suggestions and participate, as appropriate, in decisions related to your children's education and respond to such suggestions as soon as possible.

- *Virtual stakeholder input meetings*
- *Annual Student and Parent Surveys*
- *Family engagement meetings*

ANNUAL MEETING TITLE I

Hoboken Elementary School will take the following actions to conduct an annual meeting on September 26, 2023 at 5:30 p.m. 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, parent requirements, the school's parent and family engagement policy, the school-wide plan and the school-parent compact.

- *Title I Annual Meeting Student Handbooks are distributed at the beginning of each year and include the following: Title I School Status, School-Parent Compact, Grading Policies, Meeting Opportunities*
- *The school-wide plan is posted on the school website*
- *The school calendar of events is posted on the school website.*

COMMUNICATIONS

Hoboken Elementary School Will take the following actions to provide parents of participating children with the following:

- Timely information about Title I programs
- Flexible number of meetings, such as morning or evening meetings, and may provide Title I funding, transportation, childcare or home visits, since these services are related to parent and family participation.
- To the extent possible, our school will provide communication about your child's progress, school events, and other information about school activities and achievements in a format and language that parents can understand. This communication can be done through a variety of methods, including online communication, text/email, newsletters, etc.

- *The student handbook is sent home in the open house packet and posted on the school website.*
- *The PBIS manual is sent home in the open house packet*
- *Parent meeting opportunities and important information posted on Facebook and sent through the SWIFT K-12 Student Information System*
- *The school calendar is posted on the school website.*
- *System/school social media is used to convey important information to parents and the community.*
- *REMIND/Dojo used by teachers to inform parents about upcoming events, assignments, and meeting opportunities.*
- *Grade level newsletters sent home to inform parents of important information*
- *Communicator folder sent home weekly with graded assignments, newsletters, and other important documents.*
- *Agendas used for daily communication between parents and teachers for grades 3-6*
- *Video workshops available*
- *Nurse and counselor newsletters are sent home periodically throughout the year.*
- *Guardians may also contact the school office during business hours to request a meeting about their child.*

SCHOOL-PARENT PACT

Hoboken Elementary School will take the following actions to jointly develop with parents of participating children a school-parent compact that describes how parents, all school staff, and students will share responsibility for improving the academic achievement of students and students. means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

HES parents, students, and staff developed this parent-school compact. Teachers suggested home learning strategies, parents added ideas to make them more specific, and students told us what would help them learn. A meeting is held once a year to make changes to the compact as necessary. Parents will have the opportunity to provide input on the school/parent/student compact and the school's family engagement policy during Family Engagement Team meetings and through online surveys. Parents are encouraged to provide feedback/ideas as needed for future goals and areas of growth at any time.

RESERVE OF FUNDS

Hoboken Elementary School will take the following actions to involve 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 are spent :

- *Parents are surveyed for input at fall and spring Family Engagement meetings, as well as online in 2022-2023, and will be surveyed again this way in 2023-2024.*
- *Hold an annual meeting with Fund Reserve as a topic during parent input meetings.*
- *Family Engagement Team*

SERVICE COORDINATION

Hoboken Elementary School will involve a variety of team members in our comprehensive services including school nutrition, Birth to 5/Prek-K programs, including Brantley Co. Schools Pre-K and Bright from the Start/Head Start, and comprehensive/transition collaborations for children, including DFACS, Family Connections, law enforcement officers/SROs, counselors, social workers, student success coaches, teachers/administrators, college/career/military representatives, and local community organizations.

Parents and community members are encouraged to volunteer for the following activities:

- *Autumn Festival*
- *Veterans Day Program*
- *PBIS Celebrations*
- *Student mentors*
- *PTO Program/Events*
- *book Fair*
- *Family Engagement Team*
- *Volunteer program*

PARENT CAPACITY BUILDING

Hoboken Elementary School will power Build parent capacity for strong parent and family engagement to ensure effective parent involvement and support a school-community partnership to improve student academic achievement through the following:

- Provide parents with a description and explanation of the curriculum used in the school, the forms of academic assessments used to measure student progress, and levels of achievement of challenging state academic standards; and

- Materials and training to help parents work with their children to improve their achievement, such as training in literacy and technology use (including education about the harms of copyright piracy), as appropriate, to encourage participation parents and families.
- Provide assistance to parents of participating children, as appropriate, in understanding topics such as:
 - The State's demanding academic standards
 - State and local academic assessments, including alternative assessments.
 - The requirements of Title I, Part A
 - How to monitor your child's progress
 - How to Work with Educators to Improve Your Children's Achievement

Hoboken Elementary School willpoweruse both online and in-person workshops and information sources to build the capacity of school staff and parents regarding student transitions, achievements and evaluation, as well as other topics. These activities will take place in the following months:

MONTHLY ACTIVITIES

August - Distribute 'Right to Know'; Collect Family Engagement Team responses (online survey and in-person open house survey) and create a Family Engagement team; School and Parent Pact.

September - Staff capacity presentation on: parent capacity building (face to face); Title I meeting and curriculum workshops on parent capacity on Standards 1 (Welcoming Families) and 3 (Supporting Student Success (face-to-face);

October - Parenting capability (online)

November - Staff capacity training (email or other communication)

November December - Communication on parent capacity achievement (state standards and real-world application of content in the home/community) on Standards 4 (Speak up for every child) and 6 (partner with the community (online) and the Family Participation System meeting (face-to-face) covering data

January - Presentation of Personnel Capabilities (in person)

March - System/school family engagement meeting (face-to-face) covering standards 2 (Effective Communication) -SSIP/Student Success ABC Data and 5 (Sharing Power); Family Engagement Policy and Revisions to the School-Parent-Student Compact for 2024-2025

April - Parent capacity communication and staff capacity communication (re: assessment; online)

Can - Parent capacity: tables set up on Awards Day and communication about: transition and achievements for next year; Stakeholder Input Survey

- *Open house*
- *curriculum night*
- *Parent-teacher conferences*
- *Book Fair Family Night*
- *Autumn Festival*
- *Ribbon Day Ceremonies*
- *Veterans Day Program*
- *Thanksgiving Lunches*
- *Christmas Musicals (if applicable)*
- *PBIS Celebrations*
- *Field day*
- *Sixth Grade Exit Program*

BUILDING THE CAPACITY OF SCHOOL STAFF

Hoboken Elementary School Provide training to educate teachers, specialized instructional support staff, principals and other school leaders and other staff, with the assistance of parents, about the value and usefulness of parental contributions, and how to approach, Communicate with and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and school by:

- *Teachers are asked to submit photos and descriptions of activities to be posted on social media for parents to view weekly.*
- *Leadership team reviews parent and student surveys to determine areas for improvement*
- *Teachers are encouraged to use parent volunteers in their classrooms as needed.*
- *Teachers and staff receive training on how to develop the capacity to work together with parents as equal partners.*

Hoboken Elementary School Provide other reasonable support for parent and family engagement activities under Section 1116, as requested by parents:

Parents may request more information, offer creative ideas, or suggestions by contacting the classroom teacher via a note sent with a student, email, or through the various social media sites employed by HES, such as Facebook, Instagram, or REMIND/DoJO. . Parents may also request a meeting with administration or leave suggestions in the main office at any time.

