

Hawkins County Schools Family Engagement Policy

The Hawkins County School District supports the concept of family engagement in education as essential to improving the quality of education for all students. Hawkins County Schools is dedicated to providing a strong link between home and school through the coordination and integration of parent involvement strategies and programs.

The District Family and Community Engagement Coordinator will provide technical assistance and other support necessary to assist schools in planning and implementing effective family involvement activities.

- Educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and 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.

District and school-level parent engagement programs will be evaluated annually through parent, student, and personnel input. Stakeholders will complete surveys, fill out evaluation forms, and/or participate in committees to update Family Engagement Plans. Barriers to family engagement will be identified and efforts to eliminate those barriers will be implemented.

The Hawkins County School District will establish a District Parent Advisory Council designed to

- evaluate the effectiveness of family engagement programs by reviewing survey results and providing suggestions on ways to enhance family engagement in Hawkins County Schools.
- annually review the District Family Engagement Plan and suggest revisions, if necessary.

In addition, annually, the Hawkins County School District will provide parents information related to the district family engagement plan and district and school performance. All information will be

- provided in a timely manner, using various modes of communication, and in ways to communicate with parents with limited English proficiency, parents with disabilities, and parents of migratory children.
- posted on the district website and updated regularly to include useful information for parents. Other modes of communication will include newspaper, radio, and printed material.

Each Title I school is required to establish a Family and Community Engagement Council. To the extent possible, the Family and Community Engagement Council will be a demographic representation of the school. The school-level Family and Community Engagement Council will be responsible for:

- Developing, implementing, and assessing the school-level Family Engagement Policy.

- Determining what action needs to be taken, if any, to plan and increase participation in family engagement activities.
- Identifying barriers to participation in family engagement activities.
- When applicable, integrating parent involvement activities with existing community agencies such as Tennessee Early Intervention Services, HeadStart, preschools (public and private), etc.

Additionally, each school will:

- Annually distribute the Home-School Compact to families at the beginning of each school year. Discuss the Home-School Compact with parents and students at parent-teacher conferences. The compact will also be posted online on the county and school-level websites.
- Convene an annual parent meeting following State and Federal Guidelines
- Address the importance of communication between teachers and parents
 - provide at least two parent-teacher conference dates to address student progress
 - provide frequent child progress reports for parents
 - provide parents with reasonable access to staff through phone numbers, emails and scheduled meetings
 - opportunities to volunteer and participate in their child's class
 - opportunities to observe classroom activities following school procedures
- Provide parents with materials to help parents work with their children to improve academic achievement
 - make the Parent Lending Library easily accessible to parents
- Provide at least two parent training and activities designed to increase parents' capacity to help with learning at home.
 - Focus on strategies to improve homework, attendance, and discipline.
 - Convene at varying times to accommodate family schedules.
 - Invite all families to attend activities through written and verbal notice.
 - To the extent practicable, the school will provide full opportunities for participation of parents with limited English proficiency, parents with disabilities and parents of migratory child.
- Provide parents with a student handbook at the beginning of each year to provide information on
 - procedures to learn about the course of study for their child and have access to all learning materials.
 - the right to access their child's official records.
- Integrate Family engagement activities with the Hawkins County Family Resource Center
- Utilize the Family Engagement Coordinator for technical assistance on policy development
- Provide parents with written procedures on how to access the Parent Involvement Policy, the Hawkins County Schools Family Engagement Plan, and curriculum.

- Increase parents' capacity to become involved in the educational process by presenting information in a timely manner and through various means to include information such as
 - a written description and explanation of the curriculum in use at the school.
 - the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
 - State's academic content standards.
 - State student academic achievement standards.
 - State and local academic assessments, the requirements of parent involvement.
 - how to monitor a child's progress and work with educators to improve the achievement of their child.
- Set up meetings requested by parents to give suggestions and be part of the decision making about their child relating to the education of their child, and respond to the suggestions as soon as possible.
- Coordinate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers.
- All information about school and parent programs, meetings, and other activities is sent to the parents in an understandable language.
- Provide other reasonable support for parental involvement activities as parents may request.
- Provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in a language such parents understand.