

SOUTH PITTSBURG ELEMENTARY FAMILY AND COMMUNITY ENGAGEMENT PLAN

Under the Federal Projects Director, with the assistance of the Family Involvement Coordinator, the school system shall plan, design, and implement the Title I program which includes the following:

- Family input into the planning, design, and implementation of the Title I program;
- Meaningful consultation of families in the planning, design, and implementation of the Title I program;
- Activities and procedures for the involvement of families that are of sufficient size, scope, and quality to give reasonable promise of substantial progress toward achieving the required goals.

To ensure that families have an adequate opportunity to participate in the planning, designing, and implementing of the Title I program, the South Pittsburg Elementary School shall:

1. Convene an annual meeting, to which all families will be invited and encouraged to attend, to inform families about Title I.

- In the fall, all families will be invited to attend the annual meeting, which will be planned in conjunction with the first PTO meeting of the year.

2. Offer a flexible number of meetings.

- The meeting will be audio-taped for those unable to attend.
- Families will be given prior notice of meetings and opportunities to attend at different times of the day.
- PTO, Family Workshops, advisory meetings, grade level orientation.

3. Involve families in an organized, ongoing and timely way in the planning and improvement of the Title I program.

- Involve parents in the development of the school wide program and plans.
- Parent Involvement Plan will be distributed to parents as well on the website.
- A Home/School compact will be developed jointly with parents.
- Families will be encouraged to volunteer.
- Families will be part of the Advisory Committee and they will assist in the development of the Parent Involvement Policy.
- Families will be surveyed in the fall to give input into the year's activities.

4. Provide families with:

- Timely information about the program.
- Title I information will be sent home at the beginning of the school year.
- Flyers will be sent home informing parents of all the family involvement activities
- The school performance will be included in the SPES newsletter.
- Individual assessment.
- Terra Nova scores will be sent home with explanation pamphlets; (State standards are available on the Marion County website: www.marionschools.org).
- A mid-term progress report will be sent home.
- Report cards will be sent home at the end of every nine-week period.
- Special education/special service log (speech, physical therapy) will be sent home showing hours of service.
- Accelerated Reader reports will be sent home.
- Opportunities for regular meetings to make suggestions, share experiences and participate in decisions relating to the education of their children
- Monthly PTO meetings will be held at SPES.
- Regular opportunities for families to participate in families' involvement activities will be offered.
- Timely responses to families' suggestions
- SPES will respond in a timely manner to families' questions and concerns.

5. Provide family-teacher conferences at the elementary schools, at least annually, during which the compact is discussed as it relates to the individual child's performance.

- Family-teacher conferences are held twice yearly for three hours.
- Teachers are also available at planning times to discuss their child's needs. Contact the teacher if you need an appointment.

- Families may schedule individual conferences by contacting the school, (423) 837-6117.
6. Provide frequent reports to families on their child's progress.
 - (see Section 4)
 7. Provide to families reasonable access to staff and opportunities to volunteer and participate in their child's class and to observe classroom activities.
 - Families are encouraged to participate in the SPES volunteer program.
 - The school phone number will be included in the school handbook.
 - Families will be informed of the school's policy and procedures concerning classroom observations.
 8. Provide to families, who so desire, assistance in understanding such areas as, National Education Goals, state content standards, state and local assessments, and how to monitor a child's progress.
 - A copy of each class curriculum will be sent home each nine weeks with report cards.
 - Goals and objectives for each grade level will be in the office.
 9. Provide help to families in working with educators to improve the performance of their children.
 - Various workshops will be offered through the Family Coordinator.
 - Educators will be provided information on working with families.
 10. Provide help to families in learning how to participate in decisions relating to the education of their children.
 - Discuss families' rights to be involved at the Title I annual meeting.
 - Discuss programs offered by Title I at the annual meeting.
 - Monthly PTO meetings
 11. Provide materials and training for families.
 - Families will be offered workshops and materials through the Title I Family Coordinator.
 - Families will be given information about the Adult Basic Education in Marion County.
 - Survey sent giving families input into workshops presented.
 12. Coordinate and integrate family involvement programs and activities with Head Start.
 - The school will work with the Title I Families/Engagement Coordinator to coordinate with Head Start.
 - Sixth grade visits South Pittsburg Academy for orientation.
 13. Develop appropriate roles and encourage the formation of partnerships for local businesses and schools.
 - SPES will continue to encourage the support of businesses such as Wal-Mart, Lodge Manufacturing, Sequatchie Valley Concrete, The Hustler newspaper, Marion Lumber, Trinity Cable, and others.
 - SPES will continue to develop relationships with community organizations and local banks in support of the school.
 14. Conduct other activities, as appropriate and feasible, such as family resource centers and opportunities for families to learn about child development and child rearing issues that are designed to help families become full partners in the education of their children.
 - Provide resources through the Title I Family Coordinator.
 - Provide family help books through the Family Lending Library.
 - Provide information through the Agriculture Extension.
 15. Ensure, to the extent possible, that information to school and family programs, meetings, and other activities is sent in a language families can understand.
 - SPES will continue to provide foreign translations, where needed, of all information going home to families.
 - SPES will, to the extent possible, provide opportunities for families with disabilities.
 16. The school will work with the LEA to ensure requirements are met for homeless students and that homeless students receive the educational services to which they are entitled:
 - The principal and staff will work with the district's Homeless Liaison to identify homeless students.
 - The school will adhere to the Marion County Schools' policy on homeless students.
 17. The school will work with LEA to ensure the requirements are met for migrant students and the migrant students receive the educational services to which they are entitled:
 - The principal and staff will work with the district's Migrant Liaison to identify migrant students.
 - The school will adhere to the Marion County Schools' policy on migrant students.
 18. Educate teachers and all other staff to communicate with parents as equal partners and build ties between parents and the school.