

# Hooks Elementary School Parent and Family Engagement Policy

ESSA Section 1116

2019-2020



## HOOKS

Independent School District

Administration Office

100 E. 5<sup>th</sup> Street

Hooks, TX 75561

903.547.6077

[www.hooksisd.net](http://www.hooksisd.net)

1. Hooks Elementary School shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of ESSA Section 1116 subsections (c) through (f). Parents shall be notified of the policy in an understandable and uniform format and to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school

- A parent survey requesting input from parents on meaningful parent and family involvement activities was conducted in February of 2019.
- Hooks Elementary School's Parent and Family Engagement policy for the 18-19 school year was evaluated at the Campus Site-Based June 2019 meeting. At the HES September meeting, the committee (consisting of parents, community members, and staff) will use the findings from the June evaluation, the spring parent survey, and current committee input to develop the 19-20 PFE policy.
- Afterwards, the 19-20 PFE policy will be posted on the school website, parents will be provided notification of the posting and that a written copy of the PFE policy is available upon request. Additionally, copies of the policy will be available in the campus office and the city hall office.

2. Hooks Elementary School shall convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved: Section 1116 (c)(1)

- Hooks Elementary School will hold an Annual Title I Meeting for all parents across the district within the months of August and September. At least one meeting will be convened during the AM and one during the PM to accommodate parent schedules.

3. Hooks Elementary School shall offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement; Section 1116 (c)(2)

- Hooks Elementary School will offer a flexible number of parent engagement meetings at convenient times for families, such as meetings in the morning or evening.

4. Hooks Elementary School shall involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review and improvement of the school parent and family engagement policy and the joint development of the school-wide program

plan under section 1114(b) ( Campus Improvement Plan), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children; Section 1116 (c)(3)

- Parents and family members will be enlisted for membership of Hooks Elementary School Campus Site-Based Committee. The committee will meet at least four times per year wherein it will develop the Comprehensive Needs Assessment, develop the Campus Improvement Plan (CIP), monitor formative assessments of the CIP strategies/activities, and eventually conduct a summative assessment/evaluation of the CIP. The committee will hold at least one public meeting after receipt of the Texas Academic Performance Report, and additional parental input for the plan will be sought at that time.

5. Hooks Elementary School shall provide parents of participating children –
  - (A) Timely information about programs under this part;
  - (B) A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and
  - (C) If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any suggestions as soon as practicably possible; Section 1116 (c)(4)

- Hooks Elementary School has a Parent Booster Club and various other parent-led organizations. Title I, Part A information is disseminated at the campuses through their Annual Title I meetings. To solicit parent participation at the Annual Title I Meeting, publicity concerning the annual meetings is distributed to all parent-led organizations. Parent invitations for the annual Title I meetings are also advertised through social media platforms, Skyward email and remind messaging.
- Hooks Elementary School will conduct a survey of parents to identify volunteer interests, talents and availability, matching these resources to school programs and staff-support needs.
- Hooks Elementary School will create volunteer recognition activities such as events, certificates and thank-you cards.
- Hooks Elementary School shall provide other reasonable support for parental involvement activities. Parents can make such requests by contacting the superintendent's office by email, in person, or by phone. Support can be transportation, translation services, physical access, printed materials, etc.

6. If the school-wide program plan (Campus Improvement Plan) under section 1114(b) is not satisfactory to the parents of participating children, submit any

parent comments on the plan when the school makes the plan available to the local education agency. Section 1116 (c)(5)

- Parents will have the opportunity to submit any comments/concerns to the Hooks Independent School District Superintendent's office if the school-wide plan and/or parent and family engagement is not satisfactory to parents.
- *Any comments/concerns can be sent to the Director of Federal Programs, Tracy Cook, at [cookt@hooksisd.net](mailto:cookt@hooksisd.net) or by phone at 903.547.6077.*

7. To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, Hooks Elementary School shall: Section 1116 (e)

(i) provide assistance to parents of children served by the local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children; Section 1116 (e)(1)

- Hooks Elementary School will offer opportunities to inform families of the State academic standards children are expected to meet in each grade level. These workshops will include how the campuses use progress monitoring and benchmarking to prepare individualized, targeted instruction to assist students in meeting these challenging standards.
- Parents will be advised of how to monitor their child's progress through weekly grades, progress reports, and six-week's grades.
- Parents will be asked to provide suggestions for educators in how educators might improve instruction to raise achievement levels for their children.
- The requirements of the parent and family engagement program will be discussed at the annual Title I meetings at the campuses.

(ii) Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement; Section 1116 (e) (2)

- Hooks Elementary School will provide materials for parents on specific subject matter/curriculum at the appropriate grade level for their children and information as to what parents can be doing to support their child's learning.
- Hooks Elementary School will post on the district website and/or print suggestions for parents on home conditions (such as plenty of rest) that support learning at each grade level and provide printed information for parents on homework policies and on monitoring and supporting student work at home.

- Hooks Elementary School will provide information for parents on technology usage/abuse by students including copyright piracy.

(iii) educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in 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; Section 1116 (e)(3)

- Hooks Elementary School will solicit parent input on teacher training including the value of parent involvement through a spring survey. The district will provide this training on the “value and utility of the contributions of parents as equal partners with the teacher in the education of their child” during fall in-service.

(iv) to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other Federal, State and local programs, including public preschool 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; Section 1116 (e)(4)

- Hooks Elementary School will coordinate with other programs and activities such as Dyslexia Nights and ACE Family Engagement activities.

(v) provide such other reasonable support for parental involvement activities as parents may request. Section 1116 (e)(14)

- Hooks Elementary School will utilize translation services to ensure that information related to school and parent programs, meetings, and other activities is sent to parents in their home languages.