



**Family/Community Engagement Plan
Highland Oaks Elementary
2020-2021**

Highland Oaks Elementary will ensure effective involvement of families and will support a partnership among the school, families, and the community to improve student academic achievement. The school will provide quality education for all students by providing a safe and nurturing environment that enables every student to attain academic proficiency in all subjects and to become productive citizens. Highland Oaks Elementary will encourage a strong home-school partnership that ensures a safe, challenging, and inspiring environment where all stakeholders will work and learn together. In order to promote student success, our parents will work with the school by acting as advisors, resource persons, and coordinators in the following ways:

1. Become school advocates and offer support.
2. Utilize their talents and /or resources to enhance the instructional programs at our school.
3. Serve on the Shelby County Schools Based Decision Making Council and become active members of the PTA.
4. Respond to questionnaires, surveys, and memos expressing thoughts, suggestions, and concerns.
5. Attend school events and serve as advisors to various organizations.

Title I Involvement

The administrators, faculty, and staff will provide a strategic plan and implement Title I requirements according to the guidelines set forth in the law, which include the following:

1. **Inform parents of Title I requirements and our school's participation at the annual Title I meeting** on Monday, September 28th, 5:00 p.m. or at the alternate meeting on Tuesday, September 29^h at 9:30 a.m.
2. Allow parents to observe the school's programs and visit classrooms, supporting classroom instruction.
3. Provide parents with student information and send home progress reports the middle of each nine weeks.
4. Provide a two-way communication between parents and the school.
5. Provide parents with assessment results.
6. Provide parents with a copy of the Family Engagement Plan, Student Handbook, Student Code of Conduct, ESEA Parents' Right-To-Know, and PBIS Plan.
7. Provide parents with a description and explanation of the **curriculum** used at Shelby County, forms of **academic assessment** used to measure student progress, and the **proficiency levels** students are expected to meet.

To ensure that our parents participate in the development and implementation of our school's program, we will do the following:



Family/Community Engagement Plan
Highland Oaks Elementary
2020-2021

1. **Inform parents of their rights to be involved** in their child's education.
2. **Encourage parental involvement in an organized, on-going, and timely way in the planning, reviewing, and improvement of programs** for family engagement and Family Engagement Plan.
3. Provide **flexible times** for our parents to attend parent meetings, with **opportunities to attend regular meetings** at night and alternate meetings in the morning of the same week, and may provide, with Title I funds, transportation, child care, or home visits, as deemed necessary to help remove barriers to parent/guardian participation in these school activities and meetings.
4. Provided parents training that will support our students' education.
5. **Jointly develop with parents a school/parent compact** showing how parents, schools, and students have shared responsibilities, by distributing and acquire appropriate signatures of all stakeholders (parents, students, and teachers).
6. Encourage parents to visit our school regularly and to take an active role in school planning by serving on the School Improvement Plan committees.
7. Provide timely information about programs, under family engagement through Parent Connect, Power Teacher, School Messenger, flyers, school websites, PTA website, Shelby County Schools Website, School Facebook and Twitter.
8. We will assist in parental training in the areas of Writing, Reading, Math, and ELL instruction and parenting sessions.
9. Parents will be encouraged to volunteer in the classrooms at designated times determined by the administration.
10. Our guidance counselors will conduct Parenting Sessions for our parents on various topics that will benefit our children.
11. We will update our parenting center in the school library and have parents assist the librarian.
12. We will hold a meet and greet for parents and students to meet the Administrative Team and teachers at Highland Oaks Elementary during Registration night.
13. We will hold Curriculum Nights, Reading Nights, Math and Science Nights, Parenting Sessions, Curriculum Night/Open House and other family involvement activities throughout the school year.
14. We will have an Adopter, Community and Parent Volunteer Appreciation Reception in late spring to present awards as an expression of appreciation for their time and service.
15. The PLC Coach will provide parent resources to our parents that will help to support student achievement.
16. Awards assemblies will follow at the end of the first semester and end of year where students and parents in grades kindergarten through fifth celebrate student achievement.
17. The annual Carnival/Field Day brings together parents, students, staff, and teachers for a fun-filled day of outdoor activities.



**Family/Community Engagement Plan
Highland Oaks Elementary
2020-2021**

18. Parent-teacher conferences are held at flexible times to discuss student progress. The Student-School- Parent Compact will be reviewed throughout the school year with parents. Teachers will also communicate with parents through interim reports, emails, newsletters, Power School portal, VIP Folders and the agenda book.
19. We will have a Science Fair in March. This is an opportunity for the parents and students to engage in the steps of the scientific method and collaborate with one another. Kindergarten through fifth grade students will have the opportunity to view all projects in the main foyer during the school day. Each year an open house is offered to parents to view the projects after work hours.
20. Community Reader's Day in the spring will provide an opportunity for parents, grandparents, and community members to read to the students at Highland Oaks Elementary. This event emphasizes the importance of reading.
21. Red Ribbon Week will be held in October and is a wonderful time to remind our students to stay drug free. Parents are invited to participate throughout the festivities during our campaign against drugs.
22. Room parents will assist homeroom teachers in coordinating activities for the students and communicating with other parents.
23. We will continue to promote "Pastries with Parents" where parents are invited to share pastries with their children, while being engaged in the learning process. Student work is displayed for the event.
24. Scholastic Book Fairs will be held throughout the school year to promote reading.
25. Parent proctors are invited to help proctor for the TN Ready Assessment.
26. Career Day will be held for stakeholders in the community to come and share skills, educational opportunities, and careers with students.
27. Student will participate in various clubs to enhance their talents outside of the general education curriculum.
28. Guys in Ties and Pearls in Girls Mentoring Program will be held to provide students with positive role models, tutoring, etiquette classes and leadership skills.

****The Family Engagement Plan signature page supports this document being jointly developed****

Shelby County Schools offers educational and employment opportunities without regard to race, color, national origin, religion, sex, or disability.