



## 2018-2019 School-Wide Family Engagement Plan



**School: E. A. Harrold Elementary**

**Principal: Patricia Speight**  
**Title I Instructional Facilitator: Kelly Cline**

**Standard 1: Welcoming All Families:**

Families are active participants in the life of the school and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class.

**Standard 2: Communicating:**

Families and school staff engage in regular, two-way, meaningful communication about student learning.

**Standard 3: Supporting Student Success**

Families and school staff continuously collaborate to support students' learning and healthy development both at home and at school and have regular opportunities to strengthen their knowledge and skills to do so effectively.

**Standard 4: Speaking Up for Every Child:**

Families are empowered to be advocates for their own and other children, to ensure that students are treated fairly, and to have access to learning opportunities that will support their success.

**Standard 5: Sharing Power:**

Families and school staff are equal partners in decisions that affect students and families and together will inform, influence, and create policies, practices, and programs.

**Standard 6: Collaborating with Community:**

Families and school staff collaborate with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.



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| <b>Standard 1: Welcoming All Families:</b> Families are active participants in the life of the school and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class. |   |  |   |   |
|--|---|--|---|---|
| Description of Activity  | Presenter(s)  | Materials  | Evaluation/Implementation of parental training  | Outcome   |
| <b>Description:</b> Back to School Night<br><br><b>Date:</b> August 2018   | Principal, Assistant Principal, Title I Instructional Facilitator, teachers | Handouts, sign in sheets, agenda, copies of school and/or classroom procedures | Faculty and administration will welcome parents to school. Teachers will share class syllabi as well as learning expectations and strategies for students to succeed. | Parents will have the opportunity to meet individual teachers in person. Parents will have a clear understanding of teachers' expectations for the students and know what students must do in order to achieve. |
| <b>Description:</b> Parent Advisory Committee Meeting<br><br><b>Date:</b> August/September 2018 and/or April/May 2019  | Administrators, Title I Instructional Facilitator, Parents                  | Handouts, technology, sign in sheets, agenda                                   | Parents will have the opportunity to review the School Improvement Plan and the school's goals and action steps.  | Parents will offer their perspectives and suggestions as to how they can partner with the school to improve student performance.  |



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| <p><b>Description:</b> PTA Meetings</p> <p><b>Date:</b> Monthly</p>      | <p>Administration, Title I Instructional Facilitator, Parents, Teacher representative</p> | <p>Varies</p>                                      | <p>Parents meet and discuss ways to become involved in the school and aid in helping the teachers.</p>   | <p>Parents will offer their ideas and suggestions as to how they can partner with the school to improve student performance.</p>                 |
| <p><b>Description:</b> Veteran's Recognition</p> <p><b>Date:</b> TBA</p> | <p>Principal, chorus</p>  | <p>Student art work, decorations, Wall of Fame</p> | <p>Family members who are veterans are invited to have lunch. Student chorus will perform. Wall of Fame will be posted with their pictures and service to our country.</p> | <p>The outcome is to honor our family members who have served our country. To inform students of past events that have affected our country.</p> |

| <p><b>Standard 2: Communicating:</b> Families and school staff engage in regular, two-way, meaningful communication about student learning.</p> |  |  |  |   |
|---|--|--|--|---|
| Description of Activity   | Presenter(s)                             | Materials  | Evaluation/Implementation of parental training   | Outcome   |
| <p><b>Description:</b> Title I Parent Meeting</p> <p><b>Date:</b> August 2018</p>   | <p>Title I Instructional Facilitator</p> | <p>Technology (Powerpoint), handouts (Parents Right to Know form), door prizes, sign in sheets, agenda</p> | <p>Our parents will be informed of their rights to be involved in their child's education, given an explanation of the requirements and our school's participation in the Title I program, and provided with an update on our school status and plans for improvement.</p> | <p>Parents will be informed of the legal requirements of Title I, the school's yearly improvement goals, and the purchase plans for the upcoming school year.</p> |



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| <p><b>Description:</b> Transition Parent Meeting PreK/Kdg</p> <p><b>Date:</b> August 2018</p> | <p>Administration, Counselor, PreK/Kdg teachers and their paraprofessionals</p> | <p>Handouts, refreshments, sign in sheets, agenda</p>                                  | <p>Parents will learn about procedures and assessments that are critical for future success and transition for students.</p>   | <p>Parents will have the opportunity to learn information that is pertinent to their child’s needs, the transition to future educational opportunities, and ways to ensure their child’s success. Parents will also have an opportunity to ask questions.</p>  |
| <p><b>Description:</b> Reading Night</p> <p><b>Date:</b> September 2018</p>                   | <p>Administration, content level teachers, Reading committee</p>                | <p>PowerPoint presentation, brochures, manipulatives, “make it-take it” activities</p> | <p>Reading Night: “Up, Up, and Away to Better Reading!” Parent training on reading Accelerated Reader reports and provided with strategies to help with reading at home.</p> | <p>Parents and stakeholders will feel welcome, connected, and valued as collaborators and participant in the academic success of the school. In addition, parents will meet the teams of teachers, in person, to collaborate and discuss strategies for use at home. Parent will be better equipped to help students at home with reading.</p>           |
| <p><b>Description:</b> Math Night</p> <p><b>Date:</b> February 2019</p>                       | <p>Administration, content level teachers, Math committee</p>                   | <p>PowerPoint presentation, brochures, manipulatives, “make it-take it” activities</p> | <p>Tips and Strategies will be provided so that parents will be able to help students with Math homework.</p>  | <p>Parents and stakeholders will feel welcome, connected, and valued as collaborators and participant in the academic success of the school. In addition, parents will meet the teams of teachers in person to collaborate and discuss strategies for use at home. Students will be able to successfully complete Math homework assignments at home.</p> |



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| <p><b>Description:</b> Upcycle Museum</p> <p><b>Date:</b> March 2019</p>   | <p>Science committee, students</p>  |  | <p>Parents will help their children create something unique using recycled materials from home and showcase it during the Upcycle Museum's open house.</p>   | <p>Promotes parental involvement, student confidence, and build an understanding of recycling.</p>   |
| <p><b>Description:</b> Bullying Awareness</p> <p><b>Date:</b> TBA</p>  | <p>4<sup>th</sup> and 5<sup>th</sup> graders, Guidance Counselor, Music teacher, and Social Studies Committee</p> | <p>Technology (Powerpoint), handouts (district policy/brochures)</p> | <p>Parents will be provided information on the school's and district policy on bullying. Parents will be informed of what classroom teachers are doing in their class to promote: respectful, safe, and kind cultures in the classroom. Parents will learn helpful ways to teach their children how to resolve conflicts peacefully. In addition, parents will learn ideas on how to incorporate fun family ways of promoting a respectful and kind culture at home, school, and in the community.</p> | <p>Parents will be cognitively aware of the policy and procedures of reporting incidences of bullying, harassment, and intimidation. Parent will be aware of the school's and district's goal for promoting a respectful, safe, and diverse environment that is conducive to the academic success of all E.A. Harrold Elementary students.</p> |
| <p><b>Description:</b> Parent/Teacher Conferences</p> <p><b>Date:</b> September 13, 2018 &amp; February 7, 2019<br/>4:00-7:00 pm</p> | <p>Teachers, Guidance Counselor, Principal</p>  | <p>Sign in sheets</p>  | <p>Teachers will collaborate with parents on their child's progress in school and any necessary steps that need to be taken.</p>   | <p>Parents will have a better understanding of their child's achievement and/or ways to assist in their learning.</p>  |



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| <p><b>Description:</b> Technology Based Communication/Communication by means of Social Media</p> <p><b>Date:</b> Ongoing</p> | <p>Administration, Guidance Counselor, Title I Instructional Facilitator, Teachers</p> | <p>Technology (Facebook, twitter, Remind, etc.) &amp; paper flyers</p> | <p>Parents are informed of upcoming meetings and events via text or email from teachers, as well as, traditional written announcements (flyers)</p> | <p>In addition to use of traditional printed flyers, parents will have the opportunity to be informed of school events and personal communication through use of technology.</p> |
|--|--|--|---|--|

| <p><b>Standard 3: Supporting Student Success:</b> Families and school staff continuously work together to support students’ learning and healthy development both at home and at school, and have regular opportunities to strengthen their knowledge and skills to do so effectively.</p> |  |  |   |   |
|--|--|--|---|---|
| Description of Activity  | Presenter(s)   | Materials  | Evaluation/Implementation of parental training  | Outcome   |
| <p><b>Description:</b> Family resource Center</p> <p><b>Date:</b> Ongoing</p>  | <p>District Social Worker, Coordinated School Health Supervisor, others as needed</p>      | <p>Handouts, brochures, Computer stations, Language program software, sample curriculum guides</p> | <p>Parents have the opportunity to review the curriculum, meet with school or district staff, practice English language skills, access student management data system, and other events with knowledgeable staff.</p> | <p>Parents and families will have one central location to ask questions and gain information to help their child at home and to further their own learning.</p> |
| <p><b>Description:</b> College and Career Readiness Activities – Career Day</p> <p><b>Date:</b> TBA</p>  | <p>Math Committee, Counselor, Instructional Facilitator, Community volunteers, Parents</p> | <p>As needed for individual career presentations</p>   | <p>Parents will explore various potential careers with their children as they attend presentations by community volunteers. A variety of careers will be represented to showcase professional and non-</p>            | <p>The outcome is to promote a welcoming environment to encourage parent participation and community involvement. Students will receive</p>                     |



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|   |  |   | professional career opportunities. Some parents will volunteer to be presenters.   | information about potential careers that they may aspire to pursue in their future.   |
| <b>Description:</b> Awards/Honors Programs<br><br><b>Date:</b> Each quarter throughout the school year. | Administration, Counselor, Teachers                                  | (if applicable) Handouts, PowerPoint presentation refreshments. | Parent join with students to celebrate their success of the previous grading period.   | Parents have the opportunity to enjoy the success of the previous grading period with their child.                                |
| <b>Description:</b> TN Ready Parent Meetings<br><br><b>Date:</b> TBA                                    | District Instructional Facilitator, School Instructional Facilitator | Technology (Powerpoints), handouts                              | Parents will be informed of the structure/time allotments for each section of the assessment. Parents will be shown types of questions students will be asked. They will also be given tips on how to prepare their children for the assessment at home. | Parents will have better understanding of the TN Ready assessment and how they can help at home to better prepare their children. |

| <b>Standard 4: Speaking Up for Every Child:</b> Families are informed and enabled to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunities that will support their success. |   |   |   |  |
|---|---|---|---|--|
| Description of Activity   | Presenter(s)  | Materials   | Evaluation/Implementation of parental training  | Outcome  |
| <b>Description:</b> Mentoring Program<br><br><b>Date:</b> October   | Guidance Counselor, Title I Instructional Facilitator, Administration | Tracking sheets, letters of explanation, permission forms | Parents will learn about ways to help their child through mentoring by exploring the services available in the school to support student social/emotional health. | Parents will gain a better understanding of the need for social/emotional supports and will learn about interventions available to students in need. |



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| <p><b>Description:</b> Parent Resource Packet</p> <p><b>Date:</b> October</p> | <p>School counselor, District Social Worker, Administration, District administrative staff</p>                    | <p>Printed packet of available community resources for mental health services</p> | <p>Parents will meet with appropriate school staff to discuss concerns and will be provided with a packet of information and contacts when their child is experiencing social/emotional situations that cause disruption to the learning environment.</p>   | <p>Parents will gain support to help their child cope with social/emotional issues.</p>  |
| <p><b>Description:</b> Bullying Awareness</p> <p><b>Date:</b> TBA</p>         | <p>4<sup>th</sup> and 5<sup>th</sup> graders, Guidance Counselor, Music teacher, and Social Studies Committee</p> | <p>Technology (Powerpoint), handouts (district policy/brochures)</p>              | <p>Parents will be provided information on the school's and district's policy of bullying. Parents will be informed of what classroom teachers are doing in their class to promote: respectful, safe, and kind cultures in the classroom. Parents will learn helpful ways to teach their children how to resolve conflicts peacefully. In addition, parents will learn ideas on how to incorporate fun family ways of promoting a respectful and kind culture at home, school and in the community.</p> | <p>Parents will be cognitively aware of the policy and procedures of reporting incidences of bullying, harassment, and intimidation. Parent will be aware of the school's and district's goal for promoting a respectful, safe, and diverse environment that is conducive to the academic success of all E.A. Harrold Elementary students.</p> |

| <p><b>Standard 5: Sharing Power:</b> Families and school staff are equal partners with equal representation in decision that affect students and families and together inform, influence, and create policies, practices, and programs.</p> |              |           |  |         |
|---|--------------|-----------|--|---------|
| Description of Activity   | Presenter(s) | Materials | Evaluation/Implementation of parental training | Outcome |





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| <p><b>Description:</b> Parent Advisory Committee Meeting</p> <p><b>Date:</b> August/September 2018, April/May 2019</p>               | Administrators, Title I Instructional Facilitator, Teachers, Parents           | sign in sheets, agenda | Parents will have the opportunity to review and revise the School/Home Compact, Parent Engagement Plan, and SIP.                                     | Parents will offer their perspectives and suggestions as to how they can partner with the school to improve student performance.                         |
| <p><b>Description:</b> PTA Meetings</p> <p><b>Date:</b> monthly</p>  | Parents, teachers, students, administrators, Title I Instructional Facilitator | sign in sheets, agenda | Parents will have the opportunity to collaborate with teachers and school officials to enhance their ability to serve and advocate for all students. | Parents will offer their perspectives, share ideas, and assist in planning and designing programs to support and improve the school and student success. |
| <p><b>Description:</b> Parent/Teacher Conferences</p> <p><b>Date:</b> September 13, 2018 &amp; February 7, 2019<br/>4:00-7:00 pm</p> | Teachers, Guidance Counselors, Principal                                       | Sign in sheets         | Teachers will collaborate with parents on their child's progress in school and any necessary steps that need to be taken.                            | Parents will have a better understanding of their child's achievement and/or ways to assist in their learning.   |

| <p><b>Standard 6: Collaborating with Community:</b> Families and school staff work together with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.</p> |                       |              |   |  |
|--|-----------------------|--------------|---|--|
| Description of Activity  | Presenter(s)          | Materials    | Evaluation/Implementation of parental training  | Outcome  |
| <p><b>Description:</b> Millington Arts Council events</p> <p><b>Date:</b> TBD</p>  | Art/Music Specialists | Student work | Parents will have the opportunity to view work from their children and others through visual or performing arts displayed in the community. | Parents will join with their children to enjoy the success and talent of students. |



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| <p><b>Description:</b> Naval Air Support-Millington events</p> <p><b>Date:</b> TBD</p>                    | <p>NAS Millington Liaison, school counselor, administration</p>       | <p>As needed</p>                   | <p>Parents will have the opportunity to learn with their children about the support opportunities available through the NAS in our community.</p>   | <p>Parents will gain knowledge of programs available to students in the area. sponsored by the Naval Support Activity</p> |
| <p><b>Description:</b> Millington Arts and Recreation events</p> <p><b>Date:</b> TBD</p>                  | <p>MAR staff, school counselor, administration, office staff</p>      | <p>Handouts</p>                    | <p>Flyers are sent home to promote events in the community such as art shows, parades, classes, Skate Night, and recreational team sports.</p>  | <p>The outcome is to promote community involvement.</p>   |
| <p><b>Description:</b> Millington Family YMCA</p> <p><b>Date:</b> TBD</p>                                 | <p>Millington Family YMCA, administration</p>                         | <p>Handouts</p>                    | <p>Flyers are sent home to promote recreational team sports and activities such as free swimming lessons. Also, the YMCA provides before and after-school care.</p>                           | <p>The outcome is to promotes involvement in physical activities and teach healthy life styles.</p>                       |
| <p><b>Description:</b> Millington Chamber of Commerce Leadership Millington</p> <p><b>Date:</b> TBA</p>   | <p>Community leaders</p>  | <p>As needed</p>                   | <p>The programs provide resources and exposure for promoting Career Development to both parents and students.</p>   | <p>The outcome is increased community involvement and to promote awareness of programs in the community.</p>              |
| <p><b>Description:</b> Books from Birth Program Millington Public Library</p> <p><b>Date:</b> Ongoing</p> | <p>Library staff, office staff</p>                                    | <p>handouts</p>                    | <p>Flyers are sent home to inform parents of events/resources offered through Millington Public Library. Also, information is provided for the opportunity to receive free books at home.</p> | <p>The outcome is increased literacy.</p>   |
| <p><b>Description:</b> Every Child Healthy week Fresh Fruit/Vegetable Program</p>                         | <p>Counselor, Cafeteria staff, teachers, administration, Agencies</p> | <p>handouts, fruits/vegetables</p> | <p>These programs are implemented to promote healthy life styles and to enhance positive occupational growth.</p>   | <p>Students learn about positive interaction with families and their communities. Children are also exposed to fresh</p>  |



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| <p>Junior Achievement<br/> Trevor Romain Comfort crew<br/> Girl Scouts<br/> Boy Scouts</p> <p><b>Date:</b> Ongoing</p>   |  |                  |   | <p>fruits/vegetables regularly. This helps parents when encouraging their children to try new fruits/vegetables. Students learn coping strategies during adverse childhood experiences. Students are provided contacts with agencies that will help them grow as leaders.</p> |
| <p><b>Description:</b><br/> Porter Leath PreK wrap-around support services<br/> Well Child health Screenings<br/> Youth Villages – Mobile Crisis<br/> Lakeside</p> <p><b>Date:</b> Ongoing</p> | <p>Administration, Counselor, nurse, District social worker, and agencies’ staff</p> | <p>As needed</p> | <p>These support systems provide services for mental/physical well-being of students.</p>                             | <p>The outcome is for our students to be healthier.</p>   |
| <p><b>Description:</b><br/> TCAP TN Ready Proctor Breakfast &amp; Training</p> <p><b>Date:</b> Ongoing</p>   | <p>Administration, Instructional Facilitator, Counselor</p>                          | <p>As needed</p> | <p>Parents are provided with the state mandated training for proctoring/supporting the administration of testing.</p> | <p>Parents are provided necessary information to support the children for state mandated testing.</p>   |



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*of The Family Education Rights and Privacy Act (FERPA).*

Revised August, 2017